# COLUMBlA MUSIC BOOSTERS, INC.

**BY-LAWS**

# ARTICLE 1-NAME

The name of this Association shall be COLUMBIA MUSIC BOOSTERS, INC.

**ARTICLE D** - IN**CORPO.RATED ORGANIZATION**

This Association shall exist as an incorporated organization.

**ARTICLE**Ill- **PURPOSES**

Thepuxpose of this Association shall be to assist the musicinstructors in Columbia Unit School District #4in maintaining. a successful music program.

**ARTJCLElV-BASICPOLI.ClES**

The foj lowing arc basic policies of the Association:

A. The Association shall benon-commercial, non-sectarian, and non-partisan.

8. The.name of the Association ot names of any-memoers in their official capacities shall not be used to endorse or promote a commercial concern or in connection with any partisaniruerestor for any purposenot appropriateJy related to promotion of1he objects

of theorganization.

1. The Association shall not, directly or indirectly, participate or intervene (including the publishing or distributing of statement) in any political campaign on behalf or, or in position to, any candidate for public office, or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.
2. TheAssociation shall work with the schools to suppon quality education for all children and youth andshalJ seek toparticipate in the decision making process; establishing school policy,recognizingtbat the legal responsibility-to make decisions bas **been** delegated by the people to the Boardof Education.
3. No part of **the**net e.amings of the Association shall inure to the benefit of, or be distnllutable to its members, officers, committee chairpersons, or other private persons except that the Associationshall be authorized and empowered to payreasonabfe compensation for various servicesrendered.
4. Notwithstandinganyotheq,rovision of these articles, the Association shall not carry on any other activlries not permitted to be carried on **(1)** byan association.exemptfrom Federalincome tax under Section 501 (c) (3) ofthe lnrernal Revenue Code, or (2) by an association, contributions lo which deductible under Section 170 (c) (2) of the

Internal Revenue Code.

1. Upon the dissolution of this Association, after paying or-adequately providing for the Executive Board.and obligations ofthe Association, the rerna.inmg assetsshall be distribured 10 oneormore non-profil funds, foundations, or associations wbfoh have established their tax exemptstatus under Section 501(c)(3) oftbe Internal Revenue

Code.

# ARTICLE V- IB BIP

SECTION l

1. General Membership

Membership in.this Association shall be open toanyoneinterested in thesupport of the music programs at Columbia Unit School District #4.

1. Alumni Membership

Memben;hip *in* this Association shall beopen to anyone who participated in the music programs and\_graduated from the Columbia Unit Sc.hoolDistrict #4.

## SECTION2

Membership in this Association.shall be madeavailable without regard to race; c-0lor, creed, national origin. or sexual orientation.

## 'SECTION3

The Association shall conduct an aao11al enrollment of.members butmay admit persons to membership at any time.

## SECTION4

The membership year shall be from July 1 lO Juae 30 inclusive.

SECTION 5

Only a dues fnJfi)lingmember of this Association may be eligible for election or appoinb:nenl to office or chairmanship in th.e Columbia Music Boosters.

SECTION6

The annual dues to the.Columbia Music Boosters shall beonevolunteer work session by every member of the Association.

SECTION?

No person sballhokl an elective or appointed position in the Columbia Music BOQsters-who is notin good standing.

**ARTICLE VI- OEfiCERS** &**l>ESIGNATED COMMITTEE CHAIRPERSONS**

SECTION l

Each officer of the Columbia MusicBoosters shall a member of the Colmnbi.aMusic Boosters, Inc.

SECTION2

The officers of this Assoc:iationshall bea presi.dmrt, a vice president, a secretary, anda treasurer.

1. The Association shall be manageil by the boaril of elected officen;and appointed chaupen,Ons.
2. All offices ill be two (2) year terms, with the president and secretary being electedone year and .the vice president and treasurer being elected thenext year atthe May.meeting. Jftbere isbut one nominee for any office upon\_a motion from the-floor, theelection may

be by voice.

SECTION3

1. The"Executive Board shall obtain a current membership list from the secretary. and shall provide any and all valid members withthe opportunity to run for an d.ectecloflice at the

April meeting.

1. Following the report of theE.xecutive Board an oJ?l)Ortuniry shall be given for nominations fromthe floorat the April meeting.
2. *Only*those who haYeconsented to serve if elected shall be eligible for nomination either bythe Executive Board or from the floor. No one may be eligible for election who bas not been a member of this Association for at least thirty (30) days.
3. To be eligible 10 vmeinany election a-person must:have been a member for at leasttbiny

(30) days.

## SECTION4

A vacancy occurring in any office shall befilled for the W1expired term by a pCI'liOilelected bya majority vote oflheremaining members of the Executive Board, notice of such election having been given. Incase a vacancy occurs in.theoffice of President, the Vice President shall serve notice of the election. In the event an officer resigns, fails, or refuses to perfonn bis/her duties. theofficemay **be** declared vacant by a majority vote of the membership.

**ARTICLE VIl** - **DUTIES OF OFFICERS**

## SECTION L

The President shall:

Preside at all meetings of this Association and the ExecutiveBoard. Be a member ex-officio ofall committees.

Performs otherduties as may **be** assigned to himLher bytheAssociation and theExecutive

.Board.

Coordib.ate the work of i:be officers and committees in ortler that the pw:pose maybe promoted.

## SECTION2

The Vice President shall:

Act as aide to thepresident.

Er.epare theannual report by Jul.y 1 .

Perform thedutiesof the President in the absence or inability of that officer to serve.

## SECTION3

TheSecrerary shall:

llecord the minutes of allm gll of this As\_sociation and.the ExecutiveBoard.

Maintain the official record of the11SSociation business including a current copy of the by-laws.

Maintain thecurrent.membership list.

Conduct conespondcnee of theAssociation as directed.

Perform such other:duties as may bedelegated.

## SECTION4

Toe Treasurer shall:

1. Receive all monies of this Association; keep an accurate record ofreceipts and expenditures, and pay out.funds as authorized oy this Association. Checks and vouchers shall be signeci.by either the bonded Treasurer or the bonded President of this Association.
2. Present afinancial report at every meeting·ofthis Association and at other times as requested byiheExecutive Board making a\_full report.at.the endof theschool year. The fiscal yearis torun from July I lhrough June 30 annually.
3. TheTreasurer's books shallbeeicamined annually by fiscal committee ofnot lessthan three (3) memberli who, satisfied that theTreasur r•s annualreport is correct, shallsigna statement at the end of thereport certifying its correctness.
4. The Treasurer's booksshall be el'Camined annwilly by an outside auditoras p\_artof ta.

preparation.

1. TheTreasurer shall ensure thatall required federal and state true documents are prepared andsubmiucd within the required timefrarnes.
2. All monies shall be placedin a depositoiyapprovcd by theExecutive Board.
3. TheTreasorer shall maintain a currentiosUI'.llllce policy tocover all members participating in the business of the association.
4. Toe Treasurer shall maintain and monitor the post office box for official association correspondence.

## SECTION 5

All officers shall:

1. Performtheduties prescribed io theparliamentary authority of this Association in

addition to those outlined in these by-laws andthose assigned from time to time.

1. Deliver to their successors all official materials by July 15.

**ARTICLE VIll** - **l\'lEETINGS**

## SECTION I

Regular meetings of this Association shall be held.he second Mondayof each month of the school yeanmless it fells on **a** holiday or official school closing.

## SECTION2

Special meetings may be called by the Executive Board, seven (7) days notil: having been given.

## SECTION3

Toe May meeting shall be th.e annual meeting at which time annual reports shall be given. The annual repon shall beavailable for examination by July 1.

## SECTION4

Seven (7)members, including.at least two (2) officers, shall.constitute a quorum for the transaction of the business of this Association:.

**ARTICLE IX-becutiveBollrd**

## SECTION I

The Executive Board shall consist ofibeofficers of this Association and the music fuculty.

## SECTION2

The Executive Board shall:

* 1. Transact necessary business in me intervals between Association meetings and such other business as may be referred to it by this Association andthe music faculty.
  2. Create committees.
  3. Approve plans of work of the committees.
  4. Present reports and recommendations to the regular meetir!g ofthis Association.
  5. Fill any vacant officer positions.

SECTION 3

The"Executive Board shallmeet priorto each regular monfhly meeting. Four board members, including at least two (2) officers, shall constitute a quorum.

SECTION4

Special meetings of the Executive-Soardmaybe called by the Presidcint or bya quorum of the Board provided that all members recei\_ve 24 hours notice.

SECTION 5

Any Executive Board members absent for three (3) consecutive meetings without prior notice shall anromaticaily forfeithis place on\_the Board and be sonotified.

**ARTICLE1-STANDING AND SPECIAL COMMITTEES**

SECTION 1

Only members of this Association shall beeligible to serve in any elective or appointive position.

SECTION 2

The Executive Board shall create such standing committees as it may deem necessary to promote thepurpose and.can:y on the work of thisAssociation. The Committee Chairpersons-shall be a\_ppointed by the Executive Board for a term of one(1) year.

SECTION3

No committee work shall be widertaken without the consent of the Executive Board. All committee work must fall withinthe scope of the Association·s operating policies.

SECTION 4

Special committees may **be**created by theExecutive Board.

SECTION *5*

Toe.President shaU bea member\_ex-officio pfall committees.

**ARTICLE XI-FISCAL YEAR**

The fiscal year of this Association shall begin on July 1 and end of thefollowing June 30.

# ARTICLE XII- PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall gov,em the Association in till.cases in which they areapplicable.

# ARTICLE XIII- CHANGES TOTHE BYLAWS

A two-thirdsmajority of members.present artheannual meetingmayvote tochange the bylaws.