



BY-LAWS OF SYCAMORE HIGH SCHOOL BAND BOOSTERS

ARTICLE I

NAME

Section 1.01. The name of the association is Sycamore High School Band Boosters.

Section 1.02. The Address of the association shall be Sycamore High School, 1021 Old Clarksville Pike, Pleasant View, TN 37146.

ARTICLE II

PURPOSE AND OBJECTIVE

Section 2.01. The purpose of the association shall be the following: To use its best efforts to support the band program; to support all band related events and the band's representation of Sycamore High School within and outside of the community; and to give active moral and financial support to the band program of Sycamore High School.

Section 2.02. The organization shall not seek to direct the administrative activities of the Music Department of Sycamore High School or control its policies.

ARTICLE III

MEMBERSHIP

Section 3.01. The regular membership of the association shall be parent(s), legal guardian(s), or designated proxy (i.e. grandparent(s)) of students who are members of the Sycamore High School Band. Only regular membership shall have voting privileges in the association's affairs.

Section 3.02. Any interested person may become a member of the Sycamore High School Band Alumni Association upon payment of an annual membership fee of \$25.00, payable by August 1st of each year.

Section 3.03. If any member fails to uphold the association's purpose and objectives or shows behavior not supportive of Article II hereof, such member may be dismissed from membership by the majority vote of the Executive Board.

ARTICLE IV

FISCAL YEAR

Section 4.01. The fiscal year of the association shall begin following the regular April meeting and run through the April meeting of the following school year.

Section 4.02. An internal committee consisting of persons holding the following positions shall complete an annual audit at the end of each fiscal year: outgoing treasurer, one director, past president, incoming president, and incoming treasurer.

ARTICLE V

MEETING OF THE MEMBERSHIP

Section 5.01. The regular meetings of the association shall be held on the evening of the third Thursday of each month. If the third Thursday falls on a holiday or during a scheduled school break, the meeting will be rescheduled with advance notice. The regular meetings shall start promptly at 6:30 p.m.

Section 5.02. The President on giving notice to all members may call special meetings.

Section 5.03. A quorum shall consist of members present and must include the President or the Vice-President to open and conduct the affairs of the meeting.



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ARTICLE VI OFFICERS

Section 6.01. The officers of the association shall be a President, Vice-President, Treasurer, Co-Treasurer, Recording / Corresponding Secretary or Co-Secretary which shall be elected from and by the membership.

ARTICLE VII ELECTION OF OFFICERS

Section 7.01. The officers shall be elected at the regular meeting in April from nominations made from the floor. Elected officers shall be installed during the April meeting.

Section 7.02. The persons receiving the highest number of votes cast in each position shall be declared elected.

ARTICLE VIII DUTIES OF OFFICERS

Section 8.01. Officers are required to be present at all meetings. The third consecutive absence will result in termination.

Section 8.02. PRESIDENT. The president shall reside at all meetings of the association and Executive Board and shall perform such other duties as ordinarily pertain to such office. The President shall make all committee appointments and appoint the Chairman of each committee. The President shall be an ex-officio member of all standing committees. He or she shall immediately upon taking office appoint all committees. In the event of a vacancy in the office of President, the Vice-President shall assume office and title of President during the un-expired term of the president.

Section 8.03. VICE-PRESIDENT. It shall be the duty of the Vice-President to preside in the absence of the President and perform such duties as pertain to this office. The Vice-President shall also have responsibility for overseeing all fundraising activities. In the event that the office of the Vice-President becomes vacant, a new Vice-President shall be elected by the membership at its next monthly meeting.

Section 8.04. CORRESPONDING/RECORDING SECRETARY AND/OR CO-SECRETARY. It shall be the duty of the Corresponding/Recording Secretary or Co-Secretary to attend to all correspondence addressed to the association and to send out all notices. The Corresponding/Recording Secretary or Co-Secretary shall keep an accurate record in a permanent form of all business transacted at all meetings and keep an accurate record of all members of the corporation.

Section 8.05. TREASURER/CO-TREASURER. It shall be the duty of the Treasurer or Co-Treasurer to have custody of all funds, and to account for such funds to the association at its regular meetings and at any other time upon demand by the Executive Board and to perform such other duties as pertain to the office. All monies accruing to the association shall be deposited into the school account under the name of the Sycamore High School Band Boosters or any other approved depository. All disbursements of funds will be by check.

ARTICLE IX FUNDS

Section 9.01. The Treasurer or Co-Treasurer shall deposit funds created under the membership of the association to the school account. The Band Director shall present and recommend an annual budget and long-term plan to the Executive Board.



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Section 9.02. The Executive Board shall present and recommend an annual budget of the association at the April monthly meeting of each year for the membership's approval.

Section 9.03. All disbursements of funds shall be drawn by the Treasurer, upon order of the President with the same having been approved by the Boosters membership in its budget. The Treasurer shall make no expenditure other than above mentioned except:

- a. The Executive Board may approve \$500.00 expenditures without approval of the Booster's membership even if the expenditure is not in the approved budget. However, funds must be available or made available out of the budget for such expenditure.
- b. The President and Treasurer or the Band Director may approve \$100.00 expenditures without approval of the Executive Board or Boosters membership.

ARTICLE X EXECUTIVE BOARD

Section 10.01. The Executive Board shall consist of Officers of the corporation and the Band Director.

Section 10.02. The Executive Board shall meet immediately following the regular monthly meeting to transact the business of the organization.

Section 10.03. A majority of members of the Executive Board shall constitute a quorum at an Executive Board meeting.

ARTICLE XI STANDING COMMITTEE

Section 11.01. There shall be the following standing committees appointed as outlined in Article 8.02 of the By-Laws.

- a. Chaperone
- b. Hospitality
- c. Fund Raising
- d. Media
- e. Telephone
- f. Uniforms
- g. Flag
- h. Prop
- i. Pit Crew
- j. Any other as the President may find necessary.

Plans of these committees shall be submitted to the Executive Board through the Vice-President.

ARTICLE XII MAINTENANCE FEE FOR UNIFORMS

Section 12.01. To be decided at a later date.

ARTICLE XIII AMENDMENTS

Section 13.01. These By-Laws may be amended at any regular or special member meeting of the association by a majority vote.