**LA BAND BOOSTERS**

**CONSTITUTION AND BYLAWS
NOVEMBER 10, 1997 (Revised 03/29/2010, 6/10/2017, and 9/21/2018)**

**ARTICLE I – NAME**

The name of this Association shall be the LA Band Boosters.

**ARTICLE II – PURPOSE (mission statement and objectives)**

The purposes of this Association are:

(a) First, to lend all support, both moral and financial to the Livingston Academy Band Program and assist the Middle School Level Programs of Allons, Hilham, Rickman and Livingston Middle School, as needed

(b) Second, to cooperate with and support the Band Director(s) to the end that the band program be brought to and kept at the highest possible degree of efficiency.

Section 1–Parents are an important part of LA Band program and have a vital role to play. Without assistance and cooperation of Band Parents, there would be no chance for the level of success we want the program to reach. This Association shall seek to foster community interest in music and follow a non-intervention policy in regard to school administration and instruction.

There are many things parents can do:

(a) Attend all called Booster meetings.

(b) Volunteer for parent committees. There are many different tasks with which we need your assistance. Find the niche that fits you best.

(c) Be supportive of the band program and your student’s participation:

 1. Assisting your student to be prepared and punctual for every rehearsal and performance.

 2. Notifying the Director(s) if your student is to be absent or late for a performance or rehearsal. This should be done in advance unless in an absolute emergency.

 3. Encouraging your student to practice at home and help them find a quite place to do so.

 4. Showing your interest and support in your student’s music study by enthusiastically attending every performance possible.

 5. Discussing with the Director(s) anything that will help him/her to understand and better serve your student.

 6. Arranging for private lessons for your student, if at all possible.

**ARTICLE III – MEMBERSHIP**

The membership of this Association shall include the Band Director(s) and any person, family or commercial institution interested in the progress, promotion, development and encouragement of participation in the band program among the young people of the Overton County Schools.

Section 1-Dues are $10.00 per member and/or family and are paid annually at the beginning of the school year. The Executive Board may suspend or reinstate dues.

Section 2- Voting members.

 (a) Parents of band students, upon payment of dues, shall automatically be voting members.

 (b) All other Association members may be recognized and heard, but are non-voting members.

**ARTICLE IV – OFFICERS**

Section 1-The officers of this Association shall be the President, Vice President, Secretary, and Treasurer. These four (4) plus the Band Director(s) shall compose the Executive Board of the Association, with the President having a vote only in the case of an Executive Board or Booster Association tie vote.

1. The Government of the Association shall be vested in the Association voting membership.

Section 2-The term of office of the Officers shall be one (1) year running from May 1 through April 30. A member who serves six (6) months as an Officer or Director is considered to have served a full term in that office.

 (a) The President shall preside at all meetings of the Association and of the Executive Board. The President shall appoint all standing committees.

 (b) The Vice President shall perform all duties of the President should the President be absent and shall assist in carrying tout the objectives of the Association.

 (c) The Secretary shall record minutes of board meeting and general meetings and issue notices for all meetings. The Secretary shall perform such other duties and attend to such correspondence as prescribed by the Association and the Band Directors(s).

 (d) The Treasurer shall collect and keep all moneys of the Association in a bank designated by the Band Director(s), maintain a regular book of accounts which shall be audited at the end of the administrative year, submit a report of this audit at the first meeting of the new administrative year. A Financial Report shall be given at each meeting.

Section 3-The Treasurer and one other member of the Executive Board must sign all checks written by the Association. There must be at least two (2) signatures per check issued. Directors are not permitted to sign checks.

1. An annual budget shall be prepared by the Band Director(s) and the executive committee no later than June 30. The Fiscal year runs from July 1 through June 30.

Section 4-Officer determination is based upon high school students, due to the need for more involvement of parents, it has been motioned and passed that any 8th grade parent, as long as their student is involved as an active member of the high school band (manager), may hold the position of an officer of the LA Band Boosters. (3/28/2019)

**ARTICLE V – ELECTIONS**

Section 1-Nominations shall be taken from the floor at a regularly called meeting.

1. Only members who are parent(s) or guardian of a band student(s) shall be eligible to hold an office. If dues are collected, they must be paid in full.

Section 2-The election shall be held at the regular April Association meeting.

Section 3-The Band Director(s) shall not hold any elected office in the Association.

Section 4-Election shall be by ballot vote only for an office for which there is more than one (1) nominee. For offices with only one nominee, the election may be conducted by voice vote. The candidate for each office who receives a majority of the votes shall be elected.

1. Installation of all new officers will be conducted at the May meeting. The current President shall turn the gavel over to the new President; this action shall constitute installation of all new officers.
2. All paperwork related to the transition of the Treasurer and other elected officers will be filed with the bank prior to June 1 for a smooth officer transition.

**ARTICLE VI – COMMITTEES**

Section 1–The President shall name all standing committee chairpersons.

Section 2–The Fundraising/Project Committee shall plan all profit-making projects.

Section 3–The Membership Committee shall endeavor to expand the membership to its fullest possibility and to secure full attendance at all meetings of the Association. A *Telephone Subcommittee* shall be a part of this committee.

Section 4–The Concessions Committee is responsible for the operation of the concession stand at all home football games. This includes recruitment and scheduling of workers to work the games, help in keeping records of items sold and needed for the next game.

Section 5–The Travel Committee will consist of a *Chairperson, Uniform Coordinator, Chaperone Coordinator, Food Coordinator, Colorguard Coordinator, and Field Crew Coordinator as needed.* This committee shall provide assistance to the Band Director(s) in making all travel arrangements and securing transportation, including transport for uniforms, instruments, and equipment.

Section 6–The Band Director(s) shall be an ex-officio member of all committees and shall be informed in advance of all committees and their meetings.

**ARTICLE VII – DUES**

(Currently suspended)

Sections 1-The annual dues of this Association are $10.00 per family or single voting member to be in good standing and eligible to vote. An associate member is in good standing if they have paid their dues, but as a non-voting member. All dues collected for membership shall go into the LA Band Boosters Association’s General fund with an eventual scholarship fund.

**ARTICLE VIII – MEETINGS**

 Section 1-Bi-Annual meetings of this Association shall be held in May and September.

Section 2-Special Association meetings may be called by the Executive Board with a minimum notice of forty-eight (48) hours by phone, letter, or etc.

Section 3-The May Bi-Annual meeting of the Association shall be held on the regular meeting date of the Association. The last item of business at the annual meeting shall be the election of Officers and Directors for the new-year.

Section 4-Parliamentary procedures shall be observed in accordance with Robert’s Rules of Order (revised), except where they conflict with the Constitution and By-Laws; in such cases, this Constitution and By-Laws shall govern.

Section 5-Any meeting called or regularly scheduled must include the Band Director (the program director) as the school liaison with the boosters according to OCBOE Policy 4.503. If said meeting is still held then any action(s) taken are void and of no effect.

**ARTICLE IX – QUORUM AND VOTING**

Section 1-Ten (10) percent of the voting membership shall constitute a quorum for the transaction of business at any regular meeting.

**ARTICLE X – DISSOLUTION**

(a) In order to protect the needs, intent, and purposes of the band program, and the LA Band Boosters Association itself, the Band Director(s) may dissolve the current active status of the association, including the duties and responsibilities of all officers, directors, and members for the remainder of the current year.

(b) This dissolution may occur only after all attempts have failed in resolving conflicts that may threaten the success of the band program due to direct or indirect actions made by the Association’s members.

(c) In the event that such dissolution takes place, all minutes, reports, and finances will be turned over to the Band Director(s).

(d) After dissolution, The Band Director(s) may reestablish the Association at the beginning of the next school year with parental support.