

# Bentonville Band Boosters Bylaws

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## **ARTICLE I.**

### ***Name and Objectives***

#### **Section 1. Name**

The name of this organization shall be the Bentonville Band Boosters (BBB). The name is henceforth referred to as Boosters.

#### **Section 2. Objectives**

The objectives of the BBB are:

- a. To promote the advancement and development of instrumental music at Bentonville High School (BHS) and the BHS feeder schools, as designated.
- b. To support the music programs at these schools financially.
- c. To support Bentonville High School in building and maintaining the highest quality instrumental music program possible.

The Boosters shall accomplish its objectives through volunteer service and shall be governed by the basic policies set forth in these by-laws. The Boosters shall be non-commercial, non-secretarial, and non-partisan and operate only for the purpose related to the objectives.

#### **Section 3. Agreement**

The activities and policies of the BBB, and its by-laws and other rules and procedures shall be in conformance and agreement with all policies of the BPS and the "Bentonville High School Band Program Volunteer Handbook (Volunteer Handbook)". Nothing in these by-laws should be supposed to supersede the policies of the BPS or the Volunteer Handbook.

The Boosters may cooperate with other organizations, provided its representative makes no commitments that bind the group represented without the approval of the Boosters Executive Board.

The Boosters shall seek neither to direct the administrative activities of the Band Program nor control its policies. Instead, the Boosters shall cooperate with the Band Program to enhance the educational environment.

#### **Section 4. Fiscal Year**

The fiscal year of this association begins July 1 and ends June 30.

## **ARTICLE II.**

### ***Membership and Dues***

Any supporter of the BHS and/or its feeder schools Band Program who subscribes to the by-laws, objectives and policies of the Boosters may become a member upon payment of dues, if dues are required at that time.

#### **Section 1. Active Membership**

Active membership of the BBB shall be parents and/or guardians of students currently enrolled in the Band Program, grades 6-12. Only active members shall be entitled to vote on matters brought before the BBB and be considered for the Officers of the BBB Board.

#### **Section 2. Special Membership**

All other interested individuals shall be considered special members and invited to participate in the BBB.

#### **Section 3. Dues**

Dues shall be determined annually by the Boosters Executive Board.

## **ARTICLE III.**

### ***Executive Board***

The Executive Board of the BBB (Executive Board) shall consist of all elected Officers of the BBB. The Supervisor of Instrumental Music and/or designated appointees may participate with the board as non-voting members.

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## **Section 1. Meetings of the Executive Board**

The Executive Board shall meet monthly during the school year or as deemed necessary by the Executive board.

A quorum of one-half of the Booster Board members is necessary to transact business.

## **Section 2. Procedure Manuals for the Executive Board**

Each officer shall be in possession of a Procedures Manual designated for each office. These manuals will have current copies of the Volunteer Handbook, By-laws and Standing Rules and any other pertinent information. These manuals and training shall be given to the incoming officers at the beginning of their term of office. At the end of each term of office, the officers shall train the incoming member and explain contents of the procedures manuals.

## **Section 3. Vacancies**

The President shall fill, by appointment, any office vacancies which occur and shall do so prior to the next meeting of the Executive Board. If the vacancy is not filled by that meeting, the Executive Board shall fill the vacancy by an affirmative vote of a majority of the remaining Executive Board members.

Should a presidential vacancy occur, the position shall be filled from the sitting officers by the Executive Board.

A Board position may be added, providing its purpose is consistent with the Policies and Objectives of the Boosters. A two-thirds vote of Board members is required to add this position.

## **Section 4. Removal of Executive Board Member**

Any elected or appointed Executive Board member or other appointee of an Officer or the Executive Board may be removed from office by an affirmative vote of two-thirds of the full Executive Board. Any such Executive Board member proposed to be removed shall be entitled to at least five (5) days notice in writing sent by certified receipt mail of the meeting at which such removal is to be voted upon and shall be entitled to appear before and be heard at such meeting.

## **Section 5. Compensation**

The active members of the Executive Board shall not receive any compensation for their services as a member of the Executive Board.

## **ARTICLE IV.**

### ***Officers of Boosters***

The officers of this Association shall include a President, VP Concessions, VP Fundraising, VP Operations, VP Functions/Students, VP Volunteers, VP Treasury, VP Special Events, VP Communications / Public Relations and such other offices as are deemed necessary.

### **Section 1. Nomination, Election and Term**

A nominating committee consisting of the Supervisor of Instrumental Music or his appointee, and at least three existing officers of the BBB shall select the nominees for offices of the Boosters.

Any active member for the open term may be considered a nominee. Nominees shall agree to abide by the Volunteer Handbook, Bylaws and Standing Rules of the Boosters.

In April, the nominations for officers shall be read at the general meeting of the Boosters. Nominations from the floor shall not be accepted. The list of nominations for officers shall be published on the Band Program website.

Election of officers shall occur in May for the upcoming term of office. Officers shall be elected by a majority vote of active members present. The term of all elected officers shall begin at the beginning of the first Executive Board meeting in July and shall be for one year, ending with the last general meeting the following June. An active member shall hold only one elected office.

### **Section 2. Duties of Officers**

The officers shall perform their duties in service to the BHS Band Program as requested by the Supervisor of Instrumental Music and as described in the Standing Rules commonly referred to as Job Descriptions.

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## Section 3. Removal of Officers

The Executive Board may remove any officer elected or appointed whenever it is judged to be in the best interest of the BBB and shall follow the procedure for Removal of Board Member specified above.

## ARTICLE V.

### *Appointed Positions*

The officers of the BBB shall create positions and appoint members to those positions when necessary to perform the activities of the BBB.

## ARTICLE VI.

### *Meetings*

There shall be a minimum of four general meetings of the BBB during the school year. The President of the BBB shall schedule and conduct such meetings.

### Section 1, Order

Unless otherwise herein provided, Robert's Rules of Order Newly Revised shall govern all matters of procedure.

### Section 2. Quorum

A quorum of four (4) Officers and ten (10) active members shall be required to hold a general meeting where a vote of the membership is required.

## ARTICLE VII.

### *Amendments*

These by-laws shall be amended or replaced by a majority vote of the Executive Board at their meeting followed by a majority vote of the active members present at the next general meeting of the BBB. Proposed amendments shall be published and given one (1) month public view prior to such votes being taken.

## ARTICLE VIII.

### *Standing Rules*

The Standing Rules shall be changed or replaced by a majority vote of the members present at a scheduled Executive Board meeting.

## ARTICLE IX.

### *Indemnification*

Indemnification of the Boosters is in accordance with the stated Bentonville Public School district policy which is on file at the Bentonville School District Administration Building.

Notwithstanding any other provision of these Articles, the purposes for which the corporation is organized are exclusively religious, charitable, scientific, literary and/or educational within the meaning of Section 501c(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law. Further, notwithstanding any other provision of the Articles, this organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax under Section 501c(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.

## ARTICLE X.

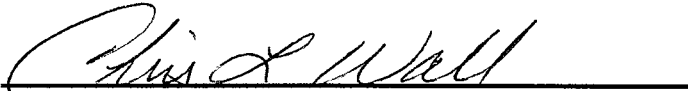
### *Review Policies*

The by-laws and Standing Rules of the Boosters shall be reviewed or updated every odd year to assure that they are current with the affairs of the Boosters, the policies and procedures of the BPS, and the Volunteer Handbook.

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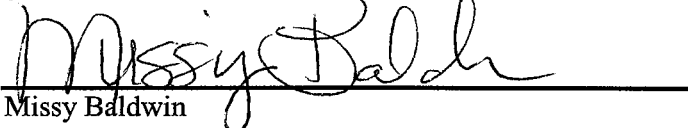
By action of the active membership of the Boosters, the foregoing is adopted as By-laws and, in so adopting the said By-laws will govern the Boosters accordingly.

Adopted May 24, 2016



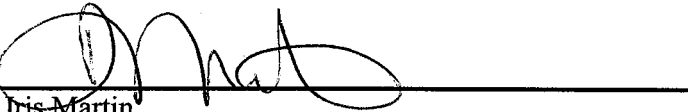
Chris Wall

President of Bentonville Band Boosters



Missy Baldwin

VP of Communications/Public Relations of Bentonville Band Boosters



Iris Martin

VP of Treasury of Bentonville Band Boosters