

Constitution

ORHS Orchestra Booster Club

Article I. NAME OF ORGANIZATION

Sec. I – The name of this organization shall be ORHS Orchestra Booster Club.

Article II. OBJECTIVE AND PURPOSE

Sec. I – The organization is organized exclusively for charitable, religious, educational, and/or scientific purposes under section 501 (c) (3) of the Internal Revenue Code.

Sec. II – To arouse and maintain an enthusiastic interest in orchestral music performance and appreciation.

Sec. III – To lend all possible support within UIL and CISD administration guidelines.

Sec. IV – To promote the Orchestra program at Oak Ridge High School.

Article III. MEMBERSHIP

Sec. I – This organization shall be comprised of dues-paying families of students involved in the Orchestra program at Oak Ridge High School as well as other interested parties.

Article IV. OFFICERS

Sec. I – The officers of this club: President, Vice President Administration, Vice President Financial, Secretary, Treasurer, and Publicity Director.

Article V. DISCLAIMER

Sec. I – No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article VI. DISSOLUTION

Sec. I - Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Revised 1/15/04

By-Laws

ORHS Orchestra Booster Club

Article I. OFFICERS OF THE ORGANIZATION

Sec. I – This organization shall have the following officers elected from its dues paying membership:

*President
Vice President Administration
Vice President Financial
Secretary
Treasurer
Publicity Director*

Article II. DUTIES OF OFFICERS

Sec. I – The President shall preside at all meetings of the club, appoint all committees and chair positions, and will receive reports from all committees and recommend actions for the Executive Board's consideration. The President shall also, from time to time, call non-scheduled Executive Board or Club meetings as the need arises.

Sec. II – The Vice President Administration shall be responsible for taking the place of the President in case of absence. The Vice President Administration shall serve as a liaison to school and district officials.

Sec. III – The Vice President Financial shall serve as Chair of the Ways and Means Committee.

Sec. IV – The Secretary shall keep the records and minutes of all meetings of the Executive Board and club. The Secretary shall also handle all correspondence of the organization in a timely manner.

Sec. V – The Treasurer shall be responsible for accurate financial records of said organization, an accurate accounting to the membership as to the financial health of the club at the President directs, pay all approved bills in a responsible and timely manner. The Treasurer will also prepare the books for periodic audits, handle all appropriate tax filings. The Treasurer will also serve as the non-voting Chair of the Budget Committee.

Sec. VI – The Publicity Director shall tend to all advertising, press communication, and all matters of publicity, including serving as the club's liaison to any school or district electronic communication medium.

Article III.

THE EXECUTIVE BOARD

Sec.I—The Executive Board shall be composed of the officers of the club, and the past President of the Club. The Executive Board will meet with the Orchestra Director periodically, and with other school officials as needed or requested.

Sec.II—The Executive Board shall have general supervision of the affairs of the club.

Sec.III—The Executive Board shall meet prior to each monthly meeting to determine the business to be transacted at the meeting.

Article IV. COMMITTEES

The President has the authority to form Committees to assist with the objectives and purpose of the Organization.

Standing Committees:

Sec.I—The following are standing committees of this organization:

Ways and Means, Program, Budget, and such other committees or sub-committees as the Executive Board shall determine.

Sec.II—The Ways and Means Committee shall consist of at least three members who shall submit their plans for raising funds to the Executive Board for their approval. The Treasurer shall be an ex-officio member of the Ways and Means Committee.

Sec.III—The Program Committee shall consist of at least three members who shall submit plans and arrange for enhancement activities for the orchestra program it supports, and the club members as a whole, including increasing appreciation of orchestral music among the high school and community at large. The Publicity Director shall be an ex-officio member of the Program Committee.

Sec.IV—The Budget Committee shall consist of at least three members who, in conjunction with the Ways and Means and Program Committees, shall develop a budgetary plan for the organization. It shall also advise the Executive Board on financial matters.

Article V. Amendments of Organization By-Laws

Sec. I--Amendments may be made to the above by-laws at any general meeting of the organization provided that any amendment put forth by a dues-paying member of said organization is approved by a simple majority of members present. The amendments must be presented in writing at the preceding regular meeting of the club. Of the members present and eligible to vote on by-laws amendments, the total must constitute 25% or more of the total booster club membership.

Article VI. Elections

Sec.I--Officers will be elected at the annual meeting of the organization. Terms of office are for one year only. Officers may be re-elected for a subsequent one-year term, but all officers are prohibited from holding the same office for more than two consecutive years. If an officer position becomes vacant during a term of office, a replacement may be proposed by the President subject to a vote of confirmation at the next club meeting.

Sec.II--Other than the organizational startup year of the club, a Nominating Committee shall be appointed by the President in sufficient time for the Committee to present a slate of officers to be voted on at the annual meeting.

Article VII. Meetings

Sec.I--Regular meetings of this club shall be held on the 1st Thursday of each calendar month beginning in September and ending in May of each school year.

Sec.II--The annual meeting shall coincide with the regular meeting and month during which the orchestra banquet is held.

Sec.III--The President may also call Special meetings of the club.

Sec. IV - All club members are welcome and encouraged to attend Executive Board and committee meetings.

Article VIII. Dues

Sec. VII - Dues of the organization shall be recommended by the Executive Board and be established by a majority vote of the members present.

Article IV. Voting

Sec. VIII - All votes of the club will be decided by a majority of the members present.

M. Marlene Bellamy

C. Sautzger