CHARLESTON COUNTY SCHOOL OF THE ARTS
BAND BOOSTERS
BY-LAWS

Article I: Name

This organization shall be officially known as the School of the Arts Band Boosters, also known as Charleston County School of the Arts Band Boosters.

Article II: Purpose

The School of the Arts Band Boosters is an organization created to provide direct support to the Charleston County School of the Arts Middle and High School Bands.

The objectives of this organization shall be to:

- render financial and logistical support to the bands and the directors;
- cooperate in creating and maintaining two outstanding bands; and
- promote a positive image in support of the bands.

Article III: Membership

Every parent and child in the middle and high school bands are members of the School of the Arts Band Boosters.

Article IV: Officers and Executive Board

The Officers of this organization shall consist of President, 1st Vice-President/President Elect, 2nd Vice-President/Secretary, and Treasurer.

The Executive Board of this organization shall consist of all Officers, an elected High-School Representative, and elected Middle-School Representative, Middle-School Band Director (ex-officio), and High-School Band Director (ex-officio).

The Executive Board shall be the governing body of the booster organization and shall meet on a regular basis sufficient to carry out the necessary functions of the organization.

All elected officers and representatives shall serve a one-year term. No member may serve in the same office for more than four (4) consecutive years.

The Executive Board shall appoint all necessary committees and chairpersons.

All members of the Executive Board shall attend all meetings unless prior notification has been given to the President.

The Middle-School and High-School Band Directors shall be non-voting members.
**Article V: Duties of Officers**

**President:** he/she shall preside over all membership and Executive Board meetings. He/she shall impartially enforce the By-Laws and assure that all officers and committees perform their duties. He/she shall work with the Band Directors in planning and directing activities of the Charleston County School of the Arts Band Boosters. He/she shall ensure that all constituent groups across both band programs are adequately represented on the Executive Board. In matters of a tie on a voting matter, the President shall break the tie with his/her executive decision.

**1st Vice-President/President-Elect:** he/she shall execute all the duties and responsibilities in the absence of the President. He/she shall ensure that all committees are organized with an adequate number of members and ensure that each member of the Booster organization has an opportunity to serve on a committee.

**2nd Vice-President/Secretary:** he/she shall keep a full and accurate account of all proceedings of the general membership meetings and the Executive Board and make them available to all members. The 2nd Vice-President/Secretary shall conduct all correspondence for the organization and give notice of all meetings. The 2nd Vice-President/Secretary shall keep current records of the name, mailing address, email address, and phone number of all members. The 2nd Vice-President/Secretary and serve and assist the 1st Vice-President/President-Elect and the President. Should a presidential vacancy occur, the 2nd Vice-President/Secretary shall assume the duties of the 1st Vice-President/President-Elect.

**Treasurer:** he/she shall keep a full and accurate record of all accounts and funds accrued by the organization and ensure the deposit of all moneys into the official booster organization. The Treasurer shall make regular reports at each meeting of the organization. The Treasurer will maintain bank statements, a record of payment of all fees, and will also have signing authority on for financial transactions. The treasurer shall work with the Executive Board to establish a budget for the following school year.

**The Parent Representatives:** they shall represent the parents of the students at their respective division. They shall provide assistance and support to the Executive Board and Band Directors as appropriate.

**Article VI: Committees**

Committees shall be created as deemed necessary by the Executive Committee and the Band Directors. The President, with the approval of the Band Directors, shall appoint the committee heads.
Separate committees may be appointed specific to the Middle-School and/or High-School Divisions; however, all committees shall report to the Executive Board and the membership-at-large.

**Article VII: Meetings**

The Executive Committee and Band Directors shall determine meeting dates prior to the start of each school year. Middle- and High-School groups may choose to meet separately, and, when appropriate, vote separately on matters that address only that specific division. All decisions affecting the Booster organization as a whole shall be voted on during general member meetings comprised of both Divisions.

All Parents/Guardians of a School of the Arts student in good standings are considered voting members.

The Booster organization year shall run from July 1st through June 30th.

A quorum shall represent a minimum of one-third of the student enrollment in the Charleston County School or the Arts band program. If the Middle-School and High-School Divisions meet separately, a quorum shall be established by a minimum of one-third of the student enrollment in that respective Division.

**Article VIII: Nomination and Election**

The President and Band Directors shall appoint a Nominating Committee comprised of members from both Middle-School and High-School Divisions to prepare a slate of officers to be presented to the membership as a whole (i.e. both Divisions) for vote.

The Nominating Committee shall present the slate of officers to the general membership in March. Nominations may be accepted from the floor by the general membership at the April meeting followed by election of the officers. The nominee receiving a majority of votes shall be elected. All uncontested candidates shall be elected by acclamation. All candidates must be present at the election.

Should a vacancy occur on the Executive Board, the President may appoint an interim member until the next general meeting, at which time, a vote shall be taken to approve the appointment. This vote maybe be accomplished during separate Division meetings, so long as quorums are present at both meetings and approval is achieved through a straight count of votes from both meetings.

**Article IX: Amendments**
Any amendment to these By-Laws may be adopted by a two-thirds majority vote by the membership during a regular meeting, provided the proposed amendment is provided in writing to the membership at least two weeks prior to the meeting.

**Article X: Dissolution**

This Booster Organization can be disbanded by a two-thirds majority vote, in writing, of all active members, or by a request of the Band Directors, with the approval of the Principal. All monies collected by the organization shall be turned over to the Band Fund at the school to be used at the discretion of the Band Directors, with oversight from the Principal.