

Constitution & By-Laws

North Canyon High School Band Booster Association

Paradise Valley Unified School District
Phoenix, Arizona

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Article I. Name

The name of the organization shall be the North Canyon High School Band Booster Association (hereinafter referred to as “Booster” or “the Boosters”).

Article II. Purpose

The purpose of this organization shall be as follows:

- a. To support the programs and policies of the Band Director (hereinafter referred to as the "Director").
- b. To provide inspiration, encouragement and assistance to all members of all Bands under the leadership of the Director by providing high and spirited morale and active support of all Band activities, thereby developing and sustaining top performing instrumental music programs.
- c. To encourage supportive relationship between Band parents, Band members, Director and the school.
- d. To raise supplementary funds, over and above what is provided by the school and the school district, to help purchase equipment and supplies to further promote the Director's programs and enhance and enrich the experience for all Band members. This is a non-profit organization. All work is voluntary for charity purposes, as defined in the 501(c)3 regulations of the Internal Revenue Code, or any corresponding section of any future Federal tax code.

Article III. Membership

Section 1

- a. All parents or legal guardians of active Band members are automatically considered members of the Boosters.
- b. Parents or legal guardians of former North Canyon High School Band members may also submit a request to the Executive Council to volunteer as an active Booster member. The Executive Council will review the request and grant Booster membership as appropriate.
- c. Membership for the current school year may be revoked upon review by the Executive Board, the Band Director and the NCHS Principal for actions by a member detrimental to the NCHS Band,

the NCHS Band Booster Organization, its members, the NCHS Band Director or actions that would give cause for the Band Director and/or Principal of North Canyon High School to invoke the Dissolution of Association clause granted them in the Booster Constitution and By-Laws.

Section 2

There shall be no membership fee associated with being a member of the Boosters.

Section 3

All Booster members who are continuously active in any established volunteer committee described in this Constitution & By-Laws, or as established by the Booster President, will be entitled to an official Booster membership badge which will, among other things, provide free entrance to all football games and most Band competitions. Members shall return this badge to the Boosters at the end of active membership, or as directed by the Booster President.

Article IV. Meetings

Section 1

Regular General Assembly meetings shall be held on the second Thursday of each month during the school year at 7:00 p.m. in the North Canyon High School Band Room, unless otherwise noted. Notification for any non-standard meeting day or time shall be given to all members at least two weeks prior to the proposed meeting. General Assembly meetings shall be open to all Booster members, student Band Council officers and active Band members.

Section 2

- a. The President may call special business meetings at any time when needed. Special notifications will be sent to Booster members for these events.
- b. The Booster members may call for special meetings by submitting a written request from at least ten (10) members to the Booster President.

- c. For any special meeting, the purpose of the meeting shall be stated in the call, and all Booster members shall be notified prior to the meeting. Only the purpose of the special meeting may be considered. All other business shall wait until the next regular General Assembly meeting.

Section 3

The Booster President shall always provide agenda time to the Director at any general meeting of Booster members to provide information, request information, or discuss anything else pertinent to the Boosters.

Section 4

In all meetings of the general membership, the Director and at least two (2) of the Executive Council officers, one of which must be the President or Vice President, shall be required to constitute a quorum for the transaction of business.

Section 5

All meetings are for the sole purpose of carrying out the objectives of the Boosters as set forth in Article II of this Constitution & By-Laws, and no member shall propose to discuss or question personnel or strategies employed by the Director in carrying out school duties.

Section 6

The President of the Boosters shall call Executive Officer meetings as needed to prepare for upcoming General Assembly meetings and other events.

Article V. *Selection of Officers*

Section 1

The Executive Council shall be comprised of the following elected officers: President, Vice President, Treasurer, and Secretary.Section 2

In February of each year, the Secretary shall prepare a Request for Nominations form for the next year's Executive Council officers. This form shall be distributed to all current Booster members. Only parents or guardians of non-senior Band members may nominate new officers. Band members may encourage their parents or guardians to nominate any qualified Booster member. Qualified Booster members may nominate themselves. Instructions on the Request for Nominations shall indicate that forms should either be placed in the Band Room Safe, or handed directly to any current Executive Officer. The Secretary shall collect all nomination forms received by the specified date on the form (at least two weeks after the Request has been distributed), and prepare a Voting Ballot based on the nominations received. The Secretary shall confirm approval with each Booster who has been nominated to run for an Officer prior to placing their name on the Voting Ballot.

Section 3

In March of each year, the Secretary shall distribute the Voting Ballot to all Booster members who are parents or guardians of non-senior Band members. Booster members who are parents or guardians of senior Band members are considered disqualified from voting for the next year's officers, as they will generally not be Booster members the next year. Instructions on the Voting Ballot shall indicate that all ballots be placed in the Band Room Safe by a specific date on the form (at least two weeks after the ballot has been distributed). The Secretary shall collect all ballots and tally the results.

Section 4

The President will announce the results of the election for the next year's Executive Council Officers as soon as the voting process has been completed.

Section 5

The term of office shall be one (1) year, officially commencing on June 1 and ending on May 31. Between the announcement of new officers and June 1, the current Executive Council officers shall work cooperatively with the newly elected officers to aid in a smooth transition.

Section 6

No Booster member shall hold more than one office at a time.

Section 7

In order to avoid nepotism, or the appearance of it, no Executive Council officers may be related, either directly or by marriage, or living together.

Section 8

In the event an elected Executive Council officer cannot complete their term of office, the remaining Executive Council officers shall solicit the Booster membership and appoint an interim replacement. At the next available General Assembly Booster meeting, the President shall introduce the selected interim replacement, and then call for a motion and a vote from the attending membership to officially appoint a permanent replacement Executive Council officer for the remainder of the term.

Article VI. *Duties of Officers*

Section 1

The President shall:

- a. Preside over all General Assembly and Executive Council meetings of the Band Boosters.
- b. Provide leadership and direction to the Executive Council.
- c. Appoint Committee Chairs with advice from the Executive Council and the Director.
- d. Enforce observance of the Booster Constitution & By-Laws, and Robert's Rules of Order.
- e. Ensure performance by all officers and committees.
- f. Prepare an agenda for all meetings.

- g. Oversee the Trip Planning Committee.

Section 2

The Vice President shall:

- a. Assume the duties of the President when the President is absent.
- b. Serve as aid to the President and assist the President when necessary.
- c. Oversee all fundraising activities.
- d. Perform any other duties that may be assigned by the President or required by the Booster By-Laws.

Section 3

The Treasurer shall:

- a. Assist the President and Executive Council in preparing an annual budget to be submitted to the general membership for approval at the beginning of each school year.
- b. Receive and deposit all funds received by the Boosters into the Booster Account(s).
- c. Make authorized disbursements from the Booster Account.
- d. Keep accurate records of all financial transactions.
- e. Provide a full financial report at each General Assembly meeting.
- f. Arrange for annual review of account books prior to June 30 of each year or as ordered by the President. The reviewer/bookkeeper shall be approved by the Executive Council and Band Director prior to use, and shall not be affiliated with the Band Director or any standing Executive Council Officer.

- g. Provide the President with the most recent copies of all books and accounting records (both hard copy and electronic files) at all times. These copies shall provide “backup” in the event the Treasurer loses any files, or cannot perform his/her duties.
- h. Turn over all books and records to the outgoing President at the end of each term, for presentation to the new incoming Executive Council.

Section 4

The Secretary shall:

- a. Take minutes of all General Assembly and Executive Council meetings and submit typewritten copies for approval at the next meeting.
- b. Prepare general correspondence as requested by the President.
- c. Maintain copies of all meeting minutes, written correspondence and important e-mail correspondence.
- d. Prepare and distribute Booster meeting and event notices via e-mail and regular mail. Copies for mailing shall be taken to the School District Mail Center (postage is paid by the District).
- e. Obtain Band student/parent roster information with assistance from the Band Director and prepare a Band Booster Directory at the beginning of each school year. The Directory shall be printed, bound and distributed to the Band Director, Booster Executive Council officers, and to each member of the Band.
- f. Prepare and maintain an accurate member group e-mail list.
- g. Prepare and distribute Request for Nomination forms and Voting Ballots, and tally received information for use in selecting new Executive Council officers each year.
- h. Maintain updates to the Constitution & By-Laws.

- i. Turn over all records to the outgoing President at the end of each term, for presentation to the new incoming Executive Council.

Article VII. Committees

Section 1

The Fundraising Committee Chair shall:

- a. Recruit Booster members for assistance in organizing and running fundraising activities.
- b. Locate and screen various fundraising programs and present them to the Vice President and Executive Council for selection and approval.
- c. Obtain approval from the Executive Council for any Booster fund expenditures prior to committing any funds.
- d. Present approved fundraising programs to the Boosters and Band members, and collect and account for funds received from the fundraisers. Collected funds and proper accounting shall then be submitted to the Treasurer for deposit and proper disbursement into appropriate Booster accounts.

Section 2

The Concession Committee Chair shall:

- a. Recruit Booster members for assistance in setting up and running concession activities.
- b. Acquire all food and beverages needed for Concession Stand sales at Home Football games and any other events in which the Booster President or Director desires to sell concessions. The Chair may request advance funds from the President and Treasurer to acquire necessary concession items for sale.
- c. Set up and break down the Concession Stand for each event.

- d. Collect all funds received from concession sales and submit to the Treasurer for deposit into the general Booster account.

Section 3

The Chaperone Committee Chair shall:

- a. Recruit Booster members for chaperoning on all Band activities that require travel.
- b. Schedule and notify chaperones in advance when needed for travel.
- c. Provide rules and guidelines for conduct for chaperones and students when travelling.
- d. Provide chaperone service to all Band members on all trips away from school. This service is mainly on school busses for away games and competitions.

Section 4

The Uniform Committee Chair shall:

- a. Recruit Booster members for inventory, repair, checking out, and cleaning of all Band uniforms.
- b. Inventory all uniforms.
- c. Prepare and distribute uniform cleaning deposit and responsibility forms, and maintain accurate uniform checkout records.
- d. Repair uniforms as needed.
- e. Maintain adequate supply of uniforms and accessories for the Band.
- f. Dry clean all uniforms prior to initial checkout to Band members.
- g. Provide fittings and tailoring for each Band member to ensure proper uniform fit for each student.

- h. Ensure all cleaning deposit funds are collected from Band members prior to checkout and turn over those funds to the Treasurer.

Section 5

The Equipment Committee Chair shall:

- a. Recruit Booster members for loading, unloading, transporting and setting up the pit, band instruments and equipment for all home games and Band trips (away games, competitions, etc.)
- b. Make arrangements for truck rental as necessary to transport equipment to away functions.
- c. Acquire and maintain equipment accessories as needed to provide necessary service.

Section 6

The Spirit Committee Chair shall:

- a. Recruit Booster members for loading, unloading, transporting and setting up Band member refreshments (water, snacks) at all Band activities, home and away, and to provide high spirit and encouragement to the Band members at all activities.
- b. Prepare and set up refreshments for Band members in the stands where the Band members will perform, or at designated staging areas at away competitions.
- c. Provide spirit decorations and moral support and encouragement to the Band members at all activities.
- d. Provide water, and sell cold sodas and snacks at all Tuesday night marching practices.

Section 7

The Hospitality Committee Chair shall:

- a. Recruit Booster members for setting up and serving refreshments at concerts and special occasions such as banquets and picnics.
- b. Request donated “potluck” foods and acquire other refreshments as needed, and set up, serve and break down facilities for concerts, banquets and picnics, and as directed by the President.
- c. Organize entertainment for banquets and picnics as directed by the President.

Section 8

The Telephone Committee Chair shall:

- a. Recruit Booster members for calling various portions of the Booster group to inform them of various needs or upcoming events.
- b. Assign members of the Telephone Committee to call when necessary to request various needed items for upcoming events, or to request volunteer assistance when needed, or to inform members of specific upcoming events.

Section 9

The Arts and Craft Committee Chair shall:

- a. Recruit Booster members for making various crafts to sell at specific events to raise money for the Boosters and for creating artistic designs for shirts, posters, etc.
- b. Organize craft-making events for future sales.
- c. Coordinate with the Hospitality Committee and prepare table decorations for Band banquets.
- d. Prepare posters as needed for various Band events.
- e. Provide artistic ideas for shirt designs.

Section 10

The Newsletter Committee Chair shall:

- a. Prepare at least two (2) (preferably four (4) or more) newsletters per year for general distribution to the Boosters.
- b. Collect information from the Director and various Committee Chairs to be published in the Newsletter.
- c. Print copies and distribute approved Newsletter to Boosters via School District mailing service (postage paid by District). The Booster Secretary will provide mailing labels to the Newsletter Committee for distribution.

Section 11

The T-shirt Committee Chair shall:

- a. Prepare and/or solicit designs for the required band uniform shirt, and ABODA Marching Competition shirts if desired.
- b. Present designs to the Band members, Executive Council, and the Director for final selection.
- c. Make arrangements for printing selected shirt designs.
- d. Prepare order forms, oversee collection of funds for shirts, and turn over all collected funds to the Booster Treasurer for deposit into the Booster account.
- e. Maintain accurate records of all Band members and Boosters receiving new shirts.
- f. Ensure all shirt order funds are collected prior to disbursement of shirts.

Section 12

The Band Historian(s) shall:

- a. Take still photos and videos of practices, events, competitions, half-time shows, etc throughout the school year.

- b. Create a Band Yearbook with photos and artwork representing the accomplishments of the Band throughout the year.
- c. Make a Yearbook order form and take orders for printing the book.
- d. Collect appropriate funds prior to disbursement of the Yearbook and submit those funds to the Treasurer for deposit into the Booster account.

Section 13

The Color Guard/Winter Guard Committee Chair shall:

- a. Recruit Booster members for organizing Color Guard/Winter Guard events.
- b. Organize Color Guard/Winter Guard fundraising events.
- c. Assist instructors and Color Guard/Winter Guard members in practice and preparation for all events.

Section 14

The ABODA Festival Committee Chair shall:

- a. Recruit many Booster members for running various sections necessary at ABODA festivals. There is one (1) single day festival in the fall for marching band competitions, and one (1) two-day festival in the spring for concert band competitions.
- b. Oversee and assign Booster members to head various sections such as Admission Ticket Sales, Band Registrations, Traffic Control, Equipment and Setup, Communications, Security, First Aid, Computer Score Tabulations, Concessions, Accommodations/Food for Judges, Raffle prizes/Ticket Sales, Program Preparation, Poster Preparation, T-shirt Design, etc.

Section 15

The Homecoming Friday Committee Chair shall:

- a. Recruit Booster members to help support this event.

- b. Organize volunteer Boosters to walk along and provide water and encouragement to the Band members for the parade through neighborhood streets on the afternoon of Homecoming.
- c. Organize a dinner for the Band members (usually a pizza party) after returning from the afternoon parade. This allows the Band members to stay at school until it is time to perform at the Homecoming football game. Normally, arrangements are made to reserve the school cafeteria for this event.

Section 16

The Trip Planning Committee Chair shall:

- a. Recruit Booster members for help in planning the annual Spring Trip.
- b. Organize the annual Spring Band Trip with the assistance and approval of the Executive Council and the Director.

Section 17

All Committee Chairs shall “groom” prospective successors to their positions as necessary. In the spring of each year at a General Assembly Booster meeting, each Committee Chair shall recommend to the Booster Executive Council, a successor to their position for the next year.

Article VIII. Finance

Booster funds shall be handled as follows:

Section 1

Disbursements:

- a. All Booster funds shall be spent only in direct support of the objectives stated in this Constitution & By-Laws.
- b. All disbursements shall require at least two (2) signatures—the Treasurer and the President. For circumstances requiring

disbursement of Booster funds to the Treasurer, the President and the Vice President shall sign the disbursement check. In the event the President will not be available, the President may assign signature rights to the Vice President and/or the Secretary to sign disbursement checks as needed.

- c. All disbursements shall be requested in writing for approval by the Executive Council prior to committing or spending any Booster funds. A completed disbursement request form provided by the Treasurer shall accompany all disbursement requests. For reimbursements, all receipts and a reimbursement request form shall be provided to the Treasurer prior to disbursement of funds.

Section 2

Income:

- a. All funds collected shall be deposited in the appropriate Booster checking or savings accounts under the name of North Canyon High School Band Booster Association.
- b. All checks or money orders must be made out in the name of North Canyon High School Band Booster Association or NCHS Band Boosters. In no case, shall any Executive Council officer accept a check or money order made out in their name.
- c. All funds deposited with the Boosters must be submitted to the Treasurer in a sealed deposit envelope. The outside of the envelope shall indicate the name of the Booster and Band member; specifically what the money is for; and how much money is enclosed. If the Treasurer finds any discrepancy between the amount indicated on the envelope and the amount actually in the envelope, the Treasurer will immediately notify the Booster whose name is shown on the envelope.
- d. Any fundraising monies collected by Band members to be used toward paying annual band expenses shall be set aside in the student's "account", established by the Treasurer. Funds will actually reside in the Booster account, but will be earmarked for the specific student to use toward paying annual band expenses.

- e. If a Band member deposits fundraiser monies to be used toward any band-related expense, and does not actually incur expenses, the Band member may not receive reimbursement of those funds. For all Band members planning to return the following year, these fundraiser monies may be “carried over” to the following year for a future band-related expense (minus any non-refundable deposits or monies that may be imposed by the event organizer). For all Band members not planning to return the following year (such as graduating seniors), these fundraiser monies may be transferred to a sibling’s or a friend’s account if desired; otherwise they shall be transferred to the General Band Booster Association funds.

- f. Any personal monies deposited by the Band member or his parents or guardians for a band-related activity will be reimbursed if desired, upon written request from the Band member and parent or guardian, minus any non-refundable deposits that may be imposed by the event organizer (such as a music festival company) with whom the Boosters contract.

In the case of unanticipated emergencies (such as a death in the family, extreme illness, or other extreme case) personal money reimbursement for non-refundable deposits will be considered. An exception must be requested in writing and presented to the Executive Council Board for review.

Section 3:

Bonding and Insurance:

- a. The Executive Council shall obtain annual nonprofit community service organization bonding for the Booster Association as follows:
 - (1) “Fidelity Bond/Volunteers Dishonesty Coverage” in a sufficient amount to cover loss of Booster funds due to theft of money and securities by dishonest officers, volunteers or thieves.

- b. In addition, the Executive Council shall have the option to obtain annual nonprofit community service organization insurance for the Booster Association as follows:
- (1) “Comprehensive General Liability Insurance” for protection against loss due to bodily injury and property damage as a result of negligence on the part of anyone in the Booster Association. Limit of coverage shall be \$1,000,000 per insured.
 - (2) “Property Coverage” in a sufficient amount to cover loss of Booster property due to theft, fire, etc.
 - (3) “Directors and Officers Coverage” for protection against any lawsuits brought against individual directors or officers serving as Board members and those acting upon their directives. Limit of coverage shall be \$1,000,000 per insured with a total aggregate limit of \$5,000,000.

Article IX. Scholarships

If funds are available, the Executive Council may grant scholarships to deserving Band member students to help pay various fees or trip costs. Scholarships will be considered upon individual written application request, and will be reviewed by the Executive Council and the Director on a fair and impartial basis.

Article X. Parliamentary Authority

The rules contained in the current edition of Robert’s Rules of Order shall govern the Boosters in all cases in which they are applicable, and in which they are not in conflict with this Constitution & By-Laws.

Article XI. Amendment of Constitution & By-Laws

- a. Any portion of the Constitution & By-Laws may be revised, amended or repealed at any regular General Assembly meeting using established voting procedures. Prior to calling for a motion

and a vote; however, the proposed change(s) must be posted such that the entire Booster membership has the opportunity to read the proposed change(s) at least one month prior to the action. Notice of the call for vote to amend the Constitution & By-Laws must be included in the posting and in the regular meeting notice.

- b. A two-thirds vote of the attending Boosters at the General Assembly meeting shall be required for passage.
- c. No votes by proxy may be used to modify this Constitution & By-Laws.

Article XII. Dissolution of Association

This organization may be dissolved in the following manner:

- a. The Executive Council shall adopt a resolution recommending that this organization be dissolved, and direct that the question of such dissolution be submitted to a vote at a special meeting of the Booster members. Written notice indicating the date, time and purpose of such meeting shall state the advisability of dissolving this organization and shall be given to each Booster member and the Director at least thirty (30) days prior to such meeting.
- b. Approval to dissolve this organization shall require the affirmative vote of at least two-thirds of the attending Booster members.

The Booster Association may also be dissolved at the discretion of the Band Director and Principal of North Canyon High School for the following reasons:

- a. Any action by the Executive Council that is determined to be against the policies of North Canyon High School or the Paradise Valley Unified School District.
- b. Any actions that are determined to be detrimental to the Band, its members, the Director, or the School community. Examples include, but are not limited to:

- (1) Actions that adversely affect the educational purpose or atmosphere associated with the Band and its members.
- (2) Actions designed to deliberately undermine the ability of the Director to properly perform the duties of the position.
- (3) A lack of ability as demonstrated by the Executive Council to conduct the business of the Booster Association in a manner that is responsible, or that is representative of a spirit of cooperation and good will.

Upon dissolution of the Association, all account books and records shall be turned over to the Principal of North Canyon High School, and all remaining Booster funds shall be placed into the Band account at the school bookstore.

Article XIII. Ownership

Section 1

The North Canyon High School Band Booster Association is a non-profit organization created solely for the objectives stated in this Constitution & By-Laws. No Booster officer or member (past or present) shall, at any time, have any claim against the Booster Association or any individual Booster member, nor any interest in any funds, equipment or property that has been, or may be acquired by the Booster Association.

Section 2

Any funds, equipment or property acquired by this Booster Association for the North Canyon High School Band Department shall become the property of North Canyon High School. In the event that the Booster Association is dissolved, or ceases to function, all accumulated funds, equipment and property shall be the property of North Canyon High School, subject to the express condition that they be used for the purpose for which they were acquired.

Adopted: September 6, 2001

Amended: May 31, 2002 (Amendment No. 1, See Attachment)

Amended: May 8, 2003 (Amendment No. 2, See Attachment)

Amended: April 8, 2004 (Amendment No. 3, See Attachment)

AMENDMENT NUMBER 1 TO BAND BOOSTER CONSTITUTION
MAY 2002

Article IV, Meetings, Section 1:

Regular General Assembly meetings shall be held on the first Thursday of each month during the school year at 7:00 p.m. in the North Canyon High School Band Room, unless otherwise noted. *Notification for any non-standard meeting day or time shall be given to all members at least two weeks prior to the proposed meeting.* General Assembly meetings shall be open to all Booster members, student Band Council officers and active Band members.

Article V, Selection of Officers, Section 2:

In *February* of each year, the Secretary shall prepare a Request for Nominations form for the next year's Executive Council officers. This form shall be distributed to all current Booster members. Only parents *or guardians* of non-senior Band members may nominate new officers. Band members may encourage their parents *or guardians* to nominate any *qualified* Booster member. *Qualified Booster members may* nominate themselves. Instructions on the Request for Nominations shall indicate that forms should either be placed in the Band Room Safe, or handed directly to any current Executive Officer. The Secretary shall collect all nomination forms received by the specified *date on the form* (at least two weeks after the Request has been distributed), and prepare a Voting Ballot based on the nominations received. The Secretary shall *confirm approval with each Boosters who have has* been nominated *to run for an Officer* prior to placing their name on the Voting Ballot.

Article V, Selection of Officers, Section 3:

In *March* of each year, the Secretary shall distribute the Voting Ballot to all Booster members who are parents or guardians of non-senior Band members. Booster members who are parents or guardians of senior Band members are considered disqualified from voting for the next year's officers, as they will generally not be Booster members the next year. Instructions on the Voting Ballot shall indicate that all ballots be placed in the Band Room Safe by a specific date *on the form* (at least two weeks after the ballot has been distributed). The Secretary shall collect all ballots and tally the results.

Article VI, Duties of Officers, Section 3, Part f:

- f. Arrange for annual **review** of **account** books prior to June 30 of each year or as ordered by the President. The **reviewer/bookkeeper** shall be approved by the Executive Council **and Band Director** prior to use, and shall not be affiliated with **the Band Director or** any standing Executive Council Officer.

Article VI, Duties of Officers, Section 4, Part d:

- d. Prepare and distribute Booster meeting and event notices via e-mail and regular mail. Copies for mailing **shall be** taken to the School District Mail Center (postage is paid by the District).

Article VIII, Finance, Section 2, Part e:

- e. If a Band member deposits **fundraiser monies** to be used toward **any band-related activity (such as the Spring Trip)**, and does not actually **participate**, the Band member may not receive reimbursement of those funds. *For all Band members planning to return the following year, these fundraiser monies may be "carried over" to the following year for a future band-related activity (minus any non-refundable deposits or monies that may be imposed by the event organizer). For all Band members not planning to return the following year (such as graduating seniors), these fundraiser monies may be transferred to a sibling's or a friend's account if desired; otherwise they shall be transferred to the General Band Booster Association .*

Any **personal monies** deposited by the Band member or his parents or guardians for a **band-related activity** will be reimbursed **if desired, upon written request from the Band member and parent or guardian,** minus any non-refundable deposits that may be imposed by the **event organizer (such as a music festival company)** with whom the Boosters contract.

Only unanticipated emergencies (such as a death in the family, extreme illness, or other extreme case) will be considered for exception to the personal money reimbursement rule. An exception must be requested in writing and presented to the Executive Council

for review. Final approval of any exception shall be brought to a vote of the General Membership.

Article XII, Dissolution of Association, Part a:

The Executive Council shall adopt a resolution recommending that this organization be dissolved, and direct that the question of such dissolution be submitted to a vote at a special meeting of the Booster members. Written notice *indicating* the *date, time and* purpose of such meeting *shall state* the advisability of dissolving this organization *and* shall be given to each Booster member and the Director at least thirty (30) days prior to such meeting.

AMENDMENT NUMBER 2 TO BAND BOOSTER CONSTITUTION
MAY 2003

Article IV, Meetings, Section 1:

Regular General Assembly meetings shall be held on the **second** Thursday of each month during the school year at 7:00 p.m. in the North Canyon High School Band Room, unless otherwise noted. Notification for any non-standard meeting day or time shall be given to all members at least two weeks prior to the proposed meeting. General Assembly meetings shall be open to all Booster members, student Band Council officers and active Band members.

Article V, Selection of Officers, Section 4:

The President will announce the results of the election for the next year's Executive Council Officers as soon as the voting process has been completed.

Article V, Selection of Officers, Section 5:

The term of office shall be one (1) year, officially commencing on **June 1** and ending on **May 31**. Between the announcement of new officers and **June 1**, the current Executive Council officers shall work cooperatively with the newly elected officers to aid in a smooth transition.

AMENDMENT NUMBER 3 TO BAND BOOSTER CONSTITUTION
APRIL 2004

Article VIII, Finance, Section 2d:

Any fundraising monies collected by Band members to be used toward paying for **annual band expenses** shall be set aside in the student's "account", established by the Treasurer. Funds will actually reside in the Booster account, but will be earmarked for the specific student to use toward paying for **annual band expenses**.

Article VIII, Finance, Section 2e:

If a Band member deposits fundraiser monies to be used toward any band-related **expense** and does not actually **incur expenses**, the Band member may not receive reimbursement of those funds. For all Band members planning to return the following year, these fundraiser monies may be "carried over" to the following year for a future band-related **expense** (minus any non-refundable deposits or monies that may be imposed by the event organizer). For all Band members not planning to return the following year (such as graduating seniors), these fundraiser monies may be transferred to a sibling's or a friend's account if desired; otherwise they shall be transferred to the General Band Booster Association funds.

Article VIII, Finance, Section 2f:

Any personal monies deposited by the Band member or his parents or guardians for a band-related activity will be reimbursed if desired, upon written request from the Band member and parent or guardian, minus any non-refundable deposits that may be imposed by the event organizer (such as a music festival company) with whom the Boosters contract.

In the case of unanticipated emergencies (such as a death in the family, extreme illness, or other extreme case) **personal money reimbursement for non-refundable deposits will be considered**. An exception must be requested in writing and presented to the Executive **Board** for review.

Article III, Membership, Section 1c

Membership for the current school year may be revoked upon review by the Executive Board, the Band Director and the NCHS Principal for actions by a member detrimental to the NCHS Band, the NCHS Band Booster

Organization, its members, the NCHS Band Director or actions that would give cause for the Band Director and/or Principal of North Canyon High School to invoke the Dissolution of Association clause granted them in the Booster Constitution and By-Laws.