

**MNHS BAND BOOSTERS  
A Texas Non-Profit Corporation**

**BYLAWS  
(Approved and Adopted March, 2011)**

The bylaws constitute the code of rules adopted by the MNHS BAND BOOSTERS (the “Corporation”) for the regulations and management of its affairs.

**ARTICLE I.**

**PURPOSE**

The purpose for which the Corporation is organized shall be to provide musical education, performance and scholarship opportunities for students at McKinney North High School. The MNHS Band Boosters will serve as an organization of support for both the band students and the band directors. The Corporation will engage primarily in activities which accomplish one or more of the exempt purposes specified in Section 501(c)(3) of the Internal Revenue Code. The purposes for which the Corporation is organized are exclusively charitable and educational within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding provisions of any future United States Internal Revenue Code.

**ARTICLE II.**

**BOARD OF DIRECTORS**

2.1. **General Powers.** The business and affairs of the Corporation shall be managed by the Board of Directors. The business and affairs shall be subject to the Internal Revenue Service 501(c)(3) Code, the Texas Business Organizations Code, the Certificate of Formation, the McKinney Independent School District and the Texas UIL.

2.2. **Number.** The number of positions constituting the Board of Directors (“Board”) shall be fixed from time to time but shall be no less than three. The current Board consists of 10 positions listed below in Article V.

2.3. **Term.** Each Board member shall hold office for a term of one year, beginning June 1 through May 31 of the following calendar year.

2.4. **Qualifications.** The Board member must be a parent or legal guardian of a student who is enrolled in the McKinney North band program. Each Board members will also be required to hold an officer chair.

2.5. **Election of Board members.**A nominating committee consisting of three Board members and/or band directors shall be appointed by the President in March for the purpose of

placing candidates before the members of the Corporation at the general meeting in April. Board member/officer positions will be voted on by the member at the general meeting in May.

2.6. **Removal.** Any Board member may be removed at any time with or without cause by the vote of a Super Majority of the Board members present at a meeting, and by the approval of the band director, at which quorum is present. A Super Majority is the vote cast by minimum of two-thirds of the Board members and approval of the band director(s).

2.7. **Vacancies.** Any vacancy occurring in the elected Board members may be appointed by the President. In the event the President Board position is vacant, the next highest ranking Board member shall appoint the President position.

### ARTICLE III.

#### **MEMBERSHIP**

Membership shall be automatic for parents, step-parents, and legal guardian or custodians of all students enrolled in the band program at McKinney North High School. Any other person “related” to the student in the band program, if approved by the Board, may have membership in the MNHS Band Boosters. The term “related” shall include any person of significant importance to the student (as determined by the student).

3.1. **Membership Fees.** Fees shall not be charged for membership privileges.

3.2. **Membership Vote.** Each member is entitled to vote on issues presented at a regular or special general meeting. Each member is entitled to request placement of a discussion item or an action item on the general meeting agenda. This request is to be submitted to the Board Secretary in advance of the Board meeting immediately preceding the subject general meeting. This time period may be waived in the event that the Corporations lack of immediate action on the issue would, reasonable, result in deleterious effect to the band. The Board shall have the authority to deny the request if the request is deemed to be inappropriate (e.g., not related to band business, already addressed and resolved through normal processes).

### ARTICLE IV.

#### **MEETINGS**

4.1. **Board Meetings.** The Board will meet once per month during the school year.

4.2. **General Meetings.** General meetings will occur at least twice during the school year. There will be a general meeting at the beginning of the school year and one in April.

4.3. **Special Meetings.** Special meeting may be called by the Board or by the McKinney North High School band directors.

4.4. **Notice of Meetings.**

A. **Board Meetings.** Board meeting times will be determined at the first meeting of the school year. Any variance in the meeting times (whether it be special meetings, inclement weather, committee workshops, etc.) will be sent via email, text or phone calls.

B. **General Meetings.** General meeting times will be determined by mutual agreement between the Board and the McKinney North High School band directors. Notices of these meeting will be posted on the band directors weekly email itinerary titled “*This Week in Bulldog Band*” and will be posted on the McKinney North High School Band website.

4.5. **Quorum.** Twenty percent (20%) of the membership present and voting at a meeting shall constitute a quorum for the transaction of business, provided the twenty percent (20%) includes a minimum of at least two of the three of the President, Secretary, Treasurer.

**ARTICLE V.**

**BOARD POSITIONS AND DUTIES**

5.1. **Board.**

A. **President.**

1. Facilitate over Board meetings and General meeting;
2. Be and ex-officio member of all committees;
3. Arrange nominating committee for annual Board election
4. Arrange/appoint audit committee for year-end audit of financial records
5. Resolve Tie-break vote, in the event a vote of any issue results in a tie.

B. **Secretary**

1. Recording minutes during every Board and general meeting and posting them in the corporate book;
2. Deliver notices to Board members as required or necessary;
3. Band Directory coordinator;
4. Updating and having all registration forms available for parents prior to registration

C. **Treasurer**

1. Oversee budget;
2. Tracking and recording receipts and expenditures;
3. Monthly reconciliation of bank account;
4. Monthly financial report to Board

5. Maintain all financial records and submit to accountant for fiscal year financial reporting to IRS and State of Texas

D. **Vice-President – Fundraising.**

1. All aspects of organizing and communications regarding fundraising for both student related and booster related activities, including but not limited to preparing the necessary paperwork for approval by MISD

E. **Volunteer Coordinator**

1. Overseeing volunteer activity including but not limited to:
  - a. Chaperones and Volunteer activities;
  - b. Uniform Coordinator;
  - c. Event Nurse;
  - d. Percussion parent

F. **Hospitality Coordinator**

1. Football game and band camp meals;
2. Water for all games, competitions, etc
3. Snacks for band functions, competitions, etc
4. Senior flowers
5. Yard signs
6. Band T-shirts

G. **Social Coordinator.**

1. Responsible for Band Banquet
2. Social gatherings for students and parents

H. **Publicist**

1. Organizing announcements and forwarding to appropriate parties (newspaper, radio, NTV, etc)
2. Phone Tree
3. Email lists

I. **Webmaster**

1. Website Design and Maintenance
2. Gathering pictures and posting them to the website

J. **Facilities/Logistics Coordinator**

1. Repair of facilities equipment
2. Band hall maintenance and repair
3. Supervise loading crew
4. Frames and trophy maintenance

5. Moving equipment on and off the field for games and competitions

## **ARTICLE VI.**

### **GENERAL PROVISIONS**

#### **6.1. Operational Limitations.**

- A. No part of the net earnings of the Corporation shall inure to the benefit of its Board, officers, members, or other private persons. Notwithstanding the aforesaid, the Boosters are empowered and authorized to make reasonable reimbursement for expenses rendered on behalf of the Corporation, and to make payment in furtherance of the aforesaid Purpose statement.
- B. No part of the activities of the Corporation shall endeavor to influence legislation or involve participation in any political campaign on behalf of any candidate for public use.

## **ARTICLE VII.**

### **PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Corporation in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Corporation may adopt.

## **ARTICLE VIII.**

### **DISSOLUTION PROCEDURES**

Upon dissolution of the Corporation, the Board shall make provision for the payment of all liabilities of the Corporation and for the disposal of all of the assets of the Corporation. In the event of dissolution, the residual assets of the Corporation will be distributed to one or more organizations which themselves are exempt as described in Section 501(c)(3) of the Internal Revenue Code or the Federal, State, or Local Government for exclusive public purposes. Should any assets not be disposed of the Board of the Corporation, the state court of appropriate jurisdiction shall provide for the disposition of such assets to a qualifying organization or organizations.

**ARTICLE IX.**

**BYLAW AMENDMENT**

These Bylaws may be amended when necessary by a Super Majority of the Board. Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

These Bylaws were approved by the Board of MNHS Band Boosters, effective the first date written above.