

# RESTATED AND AMENDED CONSTITUTION AND BYLAWS (~~August 2010~~ June 2017)

## ARTICLE I

The name of this organization shall be Panther Band Boosters, Inc. (~~hereinafter the~~ "Boosters").

## ARTICLE II

Membership: ~~The membership of this club~~ the Boosters shall not be limited. ~~Anyone~~ interested in the progress and development of the Band Section of the Music Department of ~~the~~ Murphy High School is eligible for membership. ~~Parents of the pupils~~ in the Band Section of the Music ~~department~~ Department are to be considered active members.

## ARTICLE III

Officers: The officers of ~~this club~~ the Boosters shall be ~~a~~ President, Vice-President, Recording Secretary, Treasurer, and ~~Directors~~ Director(s) of Bands of Murphy High School.

## ARTICLE IV

Fiscal Year: The fiscal year of ~~this club~~ the Boosters shall be June 1 through May 31.

## BYLAWS

### ARTICLE I - DUTIES OF OFFICERS

**Section 1.** The President shall preside at all meetings of the ~~club~~ Boosters, appoint all committees not specified under Standing Committees; shall be an ~~ex-officio~~; a member of all committees, and ensure that all members of the Executive Board perform their assigned duties and special tasks.

**Section 2.** The Vice-President shall assume all the duties of the President in his absence. ~~He shall serve as Chairperson~~ be an ex-officio member of the Ways and Means Committee, which will consist of members appointed by the Vice-President.

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**Section 3.** The Recording Secretary shall keep the records and minutes of all meetings, notify Executive Board Members of all meetings in advance, ~~furnish the President and Vice-President with a copy of the minutes with in one (1) week after the meeting~~ and maintain a notebook containing the minutes from all meetings in chronological order.

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**Section 4.** The Treasurer shall receive, record and deposit, to the appropriate accounts, all funds due the ~~club~~Boosters with a bank in Mobile, Alabama, specified by the Executive Board. The Treasurer shall coordinate with the Vice-President, to ensure income from ~~fund raising~~fundraising is properly allocated. The Treasurer shall make sure all disbursements are paid in a timely fashion, by consent of the Executive Board, ~~including obtaining a signed contract from anyone receiving a stipend prior to any payments being made.~~ A financial statement shall be submitted at each regular meeting, a copy to be placed on file with the Recording Secretary; also, copies to be furnished to the President, ~~and~~ Vice-President. The Treasurer shall file all necessary federal and state tax returns, and shall take any action required by law to maintain and protect the ~~Tax-Exempt~~tax-exempt status of the ~~club~~Boosters.

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**Section 5.** Disbursements will be paid with checks signed by ~~at least~~two (2) of the ~~Following~~following Officers: President, Vice-President, or Treasurer. ~~Special disbursements shall be made with the approval of the Executive Board, including those made to independent judges.~~

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**Section 6.** ~~The~~Each of the Director(s) of the Bands of Murphy High School shall be an ex-officio member of all committees.

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## ARTICLE II - THE EXECUTIVE BOARD

**Section 1.** The Executive Board shall be composed of the officers of the ~~club~~Boosters, the immediate past President of the ~~club~~Boosters, and the Chairpersons of all standing committees of the ~~club~~Boosters.

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**Section 2.** The ~~executive~~Executive Board shall have general supervision over the affairs of the ~~club~~Boosters, but shall refer, with recommendations, proposed measures to the ~~club~~Boosters for its decision. The Executive Board has the authority to take immediate action on items of minor importance and shall report such action to the ~~club~~Boosters at the first subsequent meeting.

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**Section 3.** The Executive Board shall meet prior to each regular meeting to determine ~~the~~ order of business for the next ~~Meeting~~meeting. The President or Directors(s) of the Bands may call special meetings.

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~~Section 4. A parliamentarian may preside at each executive Board and General meeting, to serve as a consultant who advises the president and other officers, committees, and members on matters of parliamentary procedure. The President shall~~

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~~appoint one or two persons from the sitting Executive Board to act as Parliamentarian.~~

### ARTICLE III – MEETINGS

The regular Meeting of the ~~club~~Boosters shall be held at seven o'clock (7:00) p.m. on the first Thursday of each month during the school year unless otherwise ordered by the Executive Board. Meetings will be held ~~at~~in the Band Room of Murphy High School.

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### ARTICLE IV - E.B. COLEMAN BAND SCHOLARSHIP

The E.B. Coleman Band Scholarship shall be awarded to a Murphy Band senior or seniors who plan to pursue a higher education and major or minor in music. One or more scholarships will be awarded annually beginning May 2000, in an initial amount of ~~\$one thousand dollars (\$1,000.00);~~ which ~~dollar~~ amount may be increased accordingly. The scholarship shall be budgeted for and funded, in an amount of ~~at least \$no less than one thousand dollars (\$1,000.00)~~ by the ~~Booster Club~~Boosters annually. The Band Director shall be responsible for notifying senior members of the Band and ~~distribution~~distributing scholarship materials to interested students in January of each year.

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### ARTICLE V – STANDING COMMITTEES

**Section 1.** There shall be the following standing committees: Ways and Means, Football Program, ~~Telephone~~Communications, Uniform, ~~Safety, Hospitality,~~ ~~Publicity~~Logistics, Chaperone, ~~Alumni,~~ First Aid, Facilities and Properties, and ~~The~~the E.-B. Coleman Band Scholarship Committees.

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**Section 2.** The Vice-President shall be a member of the Ways and Means Committee and serve as ~~(or may appoint)~~ its Chairperson. The Ways and Means Committee shall consist of as many members as the Chairperson may appoint who shall submit their plans for raising funds to the Executive Board for its approval. The Chairperson, or his/her appointee, shall ~~report~~deposit directly to the Treasurer ~~on~~ all monies received on fund raising projects upon receipt of these monies.

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**Section 3.** The Football Program Committee shall plan annually in ~~May~~March the ~~Football~~football program layout and price schedule for approval by the Executive Board. The committee shall supervise the ad sales campaign, program printing, and program sales. The President shall appoint the Chairperson and the committee shall consist of as many members as the Chairperson may appoint. The Chairperson, or his/her appointee, shall ~~report~~deposit directly to the ~~treasurer on~~Treasurer all monies received on ad sales and program sales upon receipt of these monies.

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**Section 4.** The ~~Telephone~~Communications Committee shall notify members of all meetings and any special events at the request of the President or the Director(s) of the Bands. The Committee shall consist of a Chairperson and Co-Chairperson appointed

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by the President and as many members as the ~~chairperson~~Chairperson may appoint.

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**Section 5.** The Uniform Committee shall issue and collect all uniforms, check for damage and for lost articles, arrange for repair and replacement as necessary of such articles, and approve all alterations. The ~~president~~President shall appoint the Chairperson. The Uniform Committee shall coordinate the designs and fabrication of the uniform(s) of the auxiliary unit(s) of the Bands. The Committee shall consist of a ~~Chairperson appointed by the President and as many members as the Chairperson may appoint.~~

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**Section 6.** The ~~Safety~~Logistics Committee shall consist of a Chairperson appointed by the President and as many additional committee members as the ~~chairperson~~Chairperson may appoint. The ~~Safety~~Logistics Committee shall ~~secure the Band area at the football games, supply drinking water, coordinate loading and cups for the Band at the football games, unloading of all instruments, equipment, and provide security when the Band marches in Parades, other items deemed necessary, and shall supervise the students responsible for and assisting with said loading and unloading.~~

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**Section 7.** The Chaperone Committee shall consist of a Chairperson appointed by the President, and as many members as ~~appointed by~~ the Chairperson- may appoint. The Chaperone Committee shall be responsible for securing an appropriate number of Chaperones for all off-campus trips and activities in which the Band participates. The ~~committee~~Chairperson shall also ensure that chaperones are familiarized with the rules of student conduct established by the Director(s) of Bands. In addition, the Chairperson or an appointed member of the Chaperone Committee shall arrange for student snacks and drinking water at all football games and will work with the Treasurer to pick up, pay for, and deliver snacks and water to the Band Room. (Students shall be responsible for putting water on ice the days before games, and shall be responsible for the loading and unloading of water and snacks on/from the equipment truck.)

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**Section 8.** The First Aid Committee shall consist of a Chairperson appointed by the President, and as many members ~~appointed by~~as the Chairperson- may appoint. The First Aid Committee shall be responsible for collecting and maintaining health and insurance information on each member and keeping the First Aid kit supplied with necessary items.

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**Section 129.** The Facilities and Properties Committee shall consist of a Chairperson appointed by the President, and as many members ~~appointed by~~as the Chairperson- may appoint. The Facilities and ~~properties~~Properties Committee shall be responsible for maintaining and repairing the band building, including the lockers (as assigned by the Director(s)), the practice field, and any equipment when necessary and appropriate.

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**Section 1310.** The E.B. Coleman Band Scholarship Committee shall consist of a Chairperson appointed by the President and at least two (2) and as many as six (6) other members ~~appointed by~~as the Chairperson- may appoint. Committee Members must be members of the Murphy High School Band Alumni Association, former employees of Murphy High School, or former students of E.B. Coleman. The E.B. ~~Coleman~~Coleman Band Scholarship Committee shall be responsible for carrying out all

duties of the Committee as outlined ~~in~~ Section IV hereof.

## ARTICLE VI - ~~ANNUAL FINANCIAL REPORT~~DUES

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There shall be no dues.

## ARTICLE ~~VII~~VII - QUORUM

A Quorum shall consist of the members present.

## ARTICLE ~~VIII~~VIII – ELECTIONS

**Section 1.** The President at the regular February meeting each year shall appoint a Nominating Committee of three (3) persons. They shall report at the regular ~~march~~ meeting.

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**Section 2.** Nominations may be made from the floor after the report of the Nominating Committee.

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**Section 3.** Officers are to be elected at the April meeting and installed at the meeting in May. Officers shall be elected for a period of one (1) year, and no member shall hold the same office more than two (2) consecutive years.

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**Section 4(a).** In the event an office becomes vacant, the President will appoint a member to fill the position for the remainder of the term, with majority consent of the Executive Board.

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**Section 4(b).** In the event the position of President becomes vacant, the Vice-President will assume the position for the remainder of the term, with majority consent of the Executive Board.

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**Section 4(c).** If a majority consensus cannot be reached by the Executive Board regarding Sections 4(a) and 4(b) of this Article, the membership at large will receive nominations from the floor and elect, by majority vote, a member to fill the vacant position for the remainder of the term.

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## ARTICLE ~~XVIII~~XIX – AUTHORITY

The rules contained in Robert's Rules of Order, Revised, shall govern ~~this club~~ the Boosters in all cases in which they do not conflict with the rules of the ~~club~~ Boosters.

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## ARTICLE ~~XIX~~ – AMENDMENTS

The Constitution and Bylaws may be amended by approval of two-thirds (2/3) of the voting members present at any regular meeting. The amendments must have been presented at the preceding regular meeting of the ~~club~~Boosters.

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