

**By-Laws**  
**of**  
**Sonora Band Booster's Club**

**Article I**  
**Name, Objects and Purposes**

**SECTION I        Name**

The name of this organization shall be the Sonora Band Booster's Club.

**SECTION II        Objects and purposes**

The objects and purposes of this organization shall be:

- (a) To give aid when and where it is needed by the band of Sonora High School, the modus of operation or activity to be in harmony with the program of the Band Director.
- (b) To promote the goals of the Sonora High School Band.
- (c) To acquaint the community with the musical activities of the band, and the importance of the musical program in the civic development of La Habra.
- (d) To provide cultural and social activity for the members of the Sonora High School Band.
- (e) This club is organized exclusively for the charitable, cultural and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding Section of any future Federal tax code (hereinafter "Internal Revenue Code")

**Article II**  
**Basic Policies**

The following are basic policies of Sonora High School and Sonora Band Booster's Club.

- (a) The organization shall be noncommercial, nonsectarian and nonpartisan.
- (b) The name of the organization or the names of any member in their official capacities shall not be used to endorse or promote a commercial concern or in connection with any partisan interest or for any purpose not appropriately related to promotion of the objects of the organization.
- (c) The organization shall not--Directly or indirectly --participate or intervene(in any way, including the publishing or distribution of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.
- (d) No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, 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 Article I hereof.
- (e) Notwithstanding any other provisions of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- (f) Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more non-profit funds, foundations, organizations, which have established their tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

**Article III  
Membership**

**SECTION I      Eligibility**

- (a) Members shall consist of parents of students of the Sonora High School Band, parents of students of Sonora's feeder school bands, students, the Band Director, interested friends and supporters.

**SECTION II      Application for Membership**

- (a) Admittance shall be by payment of required dues.

**SECTION III     Payment of Dues**

- (a) Due shall be \$5.00 annually per family, payable at the beginning of each school year.

**Article IV  
Executive Board**

**SECTION I      Membership**

- (a) The Executive Board shall consist of the elected officers, The Band Director and appointed officers.

**SECTION II      Duties**

- (a) The Executive Board shall have general supervision of the affairs of the "Sonora Band Booster's Club.

**SECTION III     Vacancies**

- (a) In the event of a vacancy in any of the elective officers, the Executive Board shall appoint an active member to fill such vacancy until the next regular election.

**Article V**  
**Meetings**

**SECTION I        Regular Membership Meetings**

- (a) Regular meetings of this organization shall be held monthly, unless otherwise ordered by the Executive Board.
- (b) The Executive Board shall hold monthly meetings unless otherwise ordered by the President.
- (c) All officers shall perform the duties prescribed in the current edition of "ROBERT'S RULES OF ORDER NEWLY REVISED", in addition to those outlined in these bylaws and those assigned from time to time. Upon the expiration of the term of office or in the case of resignation or termination, each officer shall turn over to the president, without delay, all records, books and other materials pertaining to the office, and shall return to the treasurer, without delay, all funds belonging to the association.

**SECTION III      Quorum**

- (a) 7(seven) members present shall constitute a quorum at any general membership meeting for the transaction of business in any meeting of this organization.
- (b) The privilege of making motions, debating and voting shall be limited to members of the organization who are present.

**Article VI  
Officers**

**SECTION I          Officers**

- (a) The privilege of holding elected office shall be limited to active members, selected from the organization and who have been members for at least thirty(30) day prior to nomination. Any person holding elected office must have a student in the Band, Flags or I.D. Unit.
- (b) The Elected Officers of this organization shall be:

**PRESIDENT  
VICE-PRESIDENT  
WAYS AND MEANS, CHAIRPERSON  
PUBLICITY, CHAIRPERSON  
HOSPITALITY, CHAIRPERSON  
SECRETARY  
TREASURER  
FINANCIAL SECRETARY  
AUDITOR  
PARLIAMENTARIAN**

- (c) Appointed officers shall include, but not be limited to, Historian. The President of the club with the advice of the Band Director shall make all necessary appointments.

**Section II          Duties**

- (a) The President shall preside at all meetings of the club, meetings of the Executive Board, call special meetings and appoint any committees which he/she shall deem advisable to assist in the affairs of this organization. He/she shall have all newsletters, flyers and or notices approved by the Band Director prior to their distribution.
- (b) The Vice President shall preside at all meetings in the absence of the President, and shall coordinate the activities of the committees which are assigned to him/her by the President.
- (c) The Ways and Means Chairperson shall preside at

all meetings in the absence of both the President and the Vice President, and shall coordinate all fun raising activities.

- (d) The Publicity Chairperson shall see that publicity is disseminated to local publications and maintain a record of such publicity. He/she shall have all notices, press releases and announcements approved by the Band Director and Band Booster President prior to distribution.
- (e) The Hospitality Chairperson shall oversee the social activities of this organization, including refreshments for programs, parades, etc.
- (f) The Secretary shall record the Minutes of the meetings, keep the By-Laws up to date, handle all correspondence, be in charge of all papers belonging to the organization. He/she shall be prepared to refer to the minutes of all previous meetings. He/she shall record all expenditures in the minutes. He/she shall keep a current list of the club's membership.
- (g) The Treasurer shall be the custodian of all the funds of the organization. He/she shall receive all monies, deposit same in the name of the organization in such a place or places as may be designated. He/she shall keep a true and accurate account thereof, and be prepared to make a report on the financial condition of the organization. He/she shall pay bills and expenses with checks co-signed by the Treasurer and the Band Booster President.
- (h) The Auditor shall audit the books and records of the club annually, within seventy-five day (75) days after the end of the fiscal year. He/she shall present written report to the Executive Board upon completion of the audit.
- (i) The Historian shall assemble and preserve a record of the activities, achievements and volunteer hours of the organization. He/she shall act as custodian of records and other materials pertinent to the history of the association, e.g. photographs, videos, newspaper articles, awards, etc.
- (j) The Parliamentarian shall attend all meetings of the association and of the Executive Board and give

necessary advice in parliamentary procedure when requested. He/she shall call the first meeting of the nominating committee, conduct the election a chairperson and give instructions in procedure and may be contacted for additional information. if needed, and shall attend meetings of the nominating committee only if elected to serve as a member of the committee. He/she shall chair the bylaws committee and review bylaws and standing rules annually. He/she shall be entitled to all the rights and privileges of membership including the right to make motions, debate and voting.

- (k) The Financial Secretary shall coordinate the SCRIP PROGRAM and help the Treasurer in all matters dealing with the finances of the organization.
- (l) All reports shall be compiled annually by all officers and filed with the President.
- (m) When an officer fails to attend three consecutive meetings without adequate excuse or is not fulfilling the responsibilities of the office as prescribed in the bylaws or standing rules or engages in conduct injurious to the organization or its purposes, the Executive Board may, by a two-thirds (2/3) affirmative vote, declare the office vacant.

### SECTION III Term of Office

- (a) Officers shall be elected annually. Each Officer may serve for two (2) successive terms only, in the same office, but may serve additional years in different offices.

### SECTION IV Nominations and Elections

- (a) Nominations for the Executive Board shall be made by a Nominating Committee, which shall be elected by the members, or appointed by the President with the approval of the Executive Board, at least two (2) months prior to the April monthly meeting.
- (b) The Nominating Committee shall consist of three (3) members and two (2) alternates, all of whom shall be members of this organization. The Band Director, if not an elected member of the committee, shall serve in an advisory capacity. The President shall not serve ex-officio or be elected to

the Nominating Committee. The committee shall elect its own chairperson.

- (c) No person shall serve on the Nominating Committee for two(2) consecutive years.
- (d) Alternates shall not attend meetings, unless an elected member cannot be present. In that event, the alternate becomes the permanent member, replacing the elected member, until such time as the committee is discharged of its duties (at time of the election)
- (e) The report of the Nominating Committee shall be submitted to the membership at least thirty (30) days prior to the annual election meeting and the nominated slate shall be posted accordingly. At the annual election meeting in May, additional nominations may be made from the floor.
- (f) Only those persons who are eligible and who have signified their consent to serve if elected, shall be nominated for or elected to office.
- (g) The newly elected officers shall assume active control of the organization, after the end of the school year in June.

## Article VII Amendments

### SECTION I

The By-Laws may be amended at any regular meeting by a two-thirds (2/3) vote of the active members present, provided a written notice of the proposed Amendment(s) has been given not later than the previous regular meeting.

These By-Laws were ratified at the General Membership Meeting on 9/6/96 (date) Acceptance will be upon majority vote of members in attendance.

Amended on \_\_\_\_\_ (date), by two-third vote of active members present.



## **Sonora Band Boosters Club Statement of Purpose**

The Sonora Band Boosters Club is organized to encourage and recognize achievement in the school band program of Sonora High School. In support of this aim, the Sonora Band Boosters Club is organized to financially support such activity.

## **Sonora Band Boosters Club Details of Programs and Activities**

The programs of the Sonora Band Boosters Club is directed toward the enhancement of the education in music of the Sonora High School Band through co-curriculae and ex-curriculae activites. These programs include but are not limited to the following:

Providing musical support for selected Sonora High School Sports events at home and away games.

Participating in competitive and non-competetive Band Review Parades, both locally in Southern California, and on occasions at other USA or international locations and competitions.

Participate in competetive and non-competitive Field Shows, Flag Competitions, and any other related competitions that the Band Director and Band Boosters Club may from time to time determine.

Provide musical accompaniment to other Sonora High School performing arts groups, for shows, concerts, or other similar presentations.

Perform ochestral concerts at Sonora High School, other local schools, in local area competitions, and other public forums .

The activities of the Sonora Band Boosters Club is to provide financial support for these programs which include transportation to and from various events, competiition fees, repair of musical instruments, the purchase of sheet music, band uniforms and other supplies. This financial support is derived from both direct fees for band member participation and a variety of fund raising activities.

## **Sonora Band Booster Club Details of Fundraising Activities**

The Sonora Band Booster club plans to raise funds to achieve its stated purpose by some of the following means. This list typical fund raising methods that may be used, but these and other methods will constantly be reviewed, changed and selected as agreed by the Band Director and the members of the Sonora Band Boosters Club.

Direct fees to Band Members for participation in these activities.

Funraisers including holding various events such as pancake breakfasts, candy and cookie sales, gift wrap sales, car washes, rummage sales, donations and other similar activities.

## **Sonora Band Boosters Club**

### **Statement of Membership Eligibility**

Membership of this organization shall be on a family basis with each family having one (1) vote, and shall consist of persons who support the purposes of the Sonora Band Boosters Club and who have paid the current year's dues and are otherwise in good standing. All voting rights are equal.