

# **ARDREY KELL HIGH SCHOOL AK CHORAL BOOSTERS BYLAWS**

## **Article I**

### **NAME**

#### **Section 1.01**

The name of this organization shall be the ARDREY KELL HIGH SCHOOL Choral Boosters, hereinafter referred to as AKHS Choral Boosters.

## **Article II**

### **PURPOSE AND INTENT**

#### **Section 2.01**

AKHS Choral Boosters is formed for the purpose of providing financial and logistical support for the choral program through parental, community, and student involvement.

## **Article III**

### **OFFICES**

#### **Section 3.01**

The principal office of AKHS Choral Boosters and the transaction of its business will be located in the City of Charlotte, County of Mecklenburg, State of North Carolina.

## **Article IV**

### **MEMBERSHIP**

#### **Section 4.01**

Membership in the AKHS Choral Boosters shall be open to any and all persons interested in supporting the choral program at AKHS.

#### **Section 4.02**

Membership shall be accomplished by supplying the information as requested on any forms provided by AKHS Choral Boosters, and by paying the fee for the year beginning in August.

Section 4.03

Only members whose dues are currently paid or active officers shall be entitled to vote.

**Article V**

**TERMINATION OF MEMBERSHIP**

Section 5.01

Members who fail to pay dues as specified shall thereby terminate their membership.

**Article VI**

**OFFICERS AND DUTIES**

Section 6.01

The officers shall consist of President, President-Elect, Secretary, and Treasurer.

Section 6.02

The duties of the President are:

To preside at all meetings and perform such other duties as may be necessary; to serve as the official representative of the organization; to sign all formal correspondence relating to AKHS Choral Boosters; to cosign with the treasurer as required for all expenditures of AKHS Choral Boosters; to appoint committee chairs as agreed upon by elected officers; to facilitate the communication between officers.

The duties of the President-Elect are:

To attend all AKHS Choral Boosters meetings; to act as an assistant to the President, and to preside over meetings in his/her absence; to preside as President in the second year of his/her term.

The duties of the Secretary are:

To attend all AKHS Choral Boosters meetings; to record all subjects and discussions at the general and executive AKHS Choral Boosters meetings and retain a file of the same in the form of minutes; to work with the President to prepare an agenda for meetings; to attend to correspondence as required.

The duties of the Treasurer are:

To attend all AKHS Choral Boosters meetings; to receive any monies raised by the AKHS Choral Boosters, to account for income and expenditures of the AKHS Choral Boosters, to submit a summary statement of account at AKHS Choral Boosters meetings and to prepare a yearly budget for the AKHS Choral Boosters; to cosign with the President as required for expenditures of the AKHS Choral Boosters funds.

## **Article VII**

### **THE EXECUTIVE BOARD**

#### Section 7.01

The officers of the organization shall make up the Executive Board. The Executive Board must abide by all school and district rules governing booster clubs.

#### Section 7.02

Members of the Board must be in good standing with the AKHS Choral Boosters with dues paid from any of the tiers of membership.

#### Section 7.03

Officers shall be elected or appointed by the general membership of the AKHS Choral Boosters at the last AKHS Choral Boosters meeting of the school year. The officers shall serve a term of one year, said term to begin the first day of July.

#### Section 7.04

The President-Elect shall automatically succeed to the position of President in the event that the position is vacated during the school year.

#### Section 7.05

If any position is vacated during the school year, a new officer shall be elected by majority vote at a regular AKHS Choral Boosters meeting.

## **Article VIII**

### **MEETINGS**

#### **Section 8.01**

Meetings of the Choral Boosters shall be held on a regular monthly basis as determined by the Executive Board at the first meeting of the school year. The President, as deemed necessary, may call special meetings with at least 24 hours prior notice given to all Board members. Notification of regular and special meetings may be given by electronic mail, regular mail, or printed notices and sent home with students.

#### **Section 8.02**

A majority of the Executive Board for the AKHS Choral Boosters must be present at a meeting before any official action involving the approval or expenditure of funds may be taken.

#### **Section 8.03**

It is acceptable for the Executive Board to conduct business through the use of electronic mail (email), provided that all Board members have access to and operating knowledge of a computer. When a final decision has been made regarding AKHS Royal Theater Patrons' business, a copy of the correspondence must be printed (or saved electronically) and included in the meeting minutes.

#### **Section 8.04**

The quorum of the board shall be a simple majority.

#### **Section 8.05**

Any issue put to vote of the general membership will be decided by a majority vote of those in attendance.

## **Article IX**

### **FUNDS AND FUNDRAISING**

#### **Section 9.01**

The Executive Board shall hold no judicial power in determining qualification for and expenditure of the funds. No funds shall be distributed without approval of the Executive Board.

All expenditures must be co-signed by the AKHS Royal Theater Patrons Treasurer and President. In the event the Treasurer or President is unable to sign, the President-Elect or Secretary is authorized to sign on their behalf.

#### **Section 9.02**

The Executive Board is the legal entity charged with the management of and responsibility for the organization. The Board shall establish the objectives of the organization and determine the policy for the development of such objectives.

#### **Section 9.03**

Measures voted upon shall be passed by a simple majority of those present.

## **Article X**

### **EXPULSION AND SUSPENSION OF OFFICERS AND MEMBERS**

#### **Section 10.01**

Any officer or member of the AKHS Choral Boosters may be expelled or suspended from membership for conduct detrimental to the name or welfare of the AKHS Choral Boosters.

#### **Section 10.02**

Any officer of the AKHS Choral Boosters may be suspended or expelled from his/her office for any of the following reasons: neglect of duties pertaining to his/her office or for conduct detrimental to the name or welfare of the AKHS Choral Boosters. The suspension or expulsion will work a vacancy in any such office.

## **Article XI**

### **PARLIAMENTARY AUTHORITY**

#### Section 11.01

The rules contained in the 21st Century Robert's Rules of Order shall govern the organization in all instances when they are applicable and not inconsistent with these bylaws and any other special rules the organization shall adopt.

## **Article XII**

### **AMENDMENT OF BYLAWS**

#### Section 12.01

These bylaws may be amended by a majority vote of the membership after the amendment has been considered at two (2) meetings, providing the amendment was in the call for the meeting.

## **Article XIII**

### **TERMINATION OF ASSOCIATION**

#### Section 13.01

Should the AKHS Choral Boosters be terminated or abolished for any reason, whether by voluntary or involuntary action or by operation of law, then all assets of the AKHS Choral Boosters of whatever type or character shall be distributed as follows and in the order of priority indicated:

First: Payment of all obligation, claims or liabilities against the Association except the claims of the members of the AKHS Choral Boosters to a liquidation of dividends, that unless these obligations are paid directly, funds to satisfy these obligations shall be deposited in a banking institution to secure payment of these obligations.

Second: Any assets remaining after payment of obligations, as set out above, shall be distributed to an organization for the promotion of the choral program at AKHS.

## **MISSION AND VISION STATEMENT**

A mission statement explains the organization's reason for existence. It describes the organization, what it does, and its overall intention. The mission statement supports the vision and serves to communicate purpose and direction to all stakeholders. The mission can change the reflect the organization's priorities and methods to accomplish its vision.

A vision statement describes the organization as it would appear in a future successful state. When developing a vision statement, try to answer this question: If the organization were to achieve all of its strategic goals, what would it look like 10 years from now? An effective vision statement is inspirational and aspirational. It creates a mental image of the future state that the organization wishes to achieve.

Why do we need these?

As a volunteer board turns over members each year, mission and vision statements provide stability over time. They remind us why we are doing what we do, and can serve to provide focus if we begin to veer off course. It is helpful to consider a few questions when we undertake a project -- Does this project support our purpose and intention? Does this project help us to become the organization we want to be in the future?

### **AKHS Choral Boosters MISSION STATEMENT**

The Choral Boosters (RTP) provides financial and volunteer support to allow AKHS students to express themselves through choral music. Funds raised by the AKHS Choral Boosters pay for everything from sheet music, concert recordings, regional adjudication opportunities, performance rights and scripts, to microphones and lighting, and other equipment, etc. AKHS Choral Booster volunteers work behind the scenes to help bring performances to life -- volunteering, ticket sales, fundraising, etc. and handling anything else needed to support our choral students, teachers, and program.