

**Goose Creek Memorial Band Boosters Club  
Organization Bylaws**

**Article I: Name**

The name of this organization is the Goose Creek Memorial Band Boosters Club.

**Article II: Purpose**

The purpose of this organization shall be to promote, support and assist in the advancement of the Goose Creek Memorial High School Band program.

**Article III: Organization**

Section 1. This organization shall be nonprofit, noncommercial, nonsectarian, and nonpartisan following the charitable and educational purposes within the meaning of section 501(c) (3) of the Internal Revenue Code. The organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) or (b) by an organization to which contributions are deductible under section 170 (c) (2) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue law).

Section 2. All efforts are voluntary. No member, officer, or any other person associated with the organization shall receive remuneration (cash, materials or services) for time and effort expended on the organization's behalf.

Section 3. Membership in the organization shall be extended to parents and guardians of students enrolled in the Goose Creek Memorial High School Band (and Color Guard, should one exist), the Band Director, and the Administration and Staff of Goose Creek Memorial High School.

Section 4. Membership shall be extended to members of the community (including corporations) who wish to support the organization and its purpose, and who agree to the stipulations of the Bylaws.

**Article IV: Dissolution**

Section 1. The Organization may be dissolved by the Principal of Goose Creek Memorial High School and/or the Band Director(s) at any time at their discretion should it be in the best interests of the school music program. Written notice of the dissolution of the Organization shall be mailed to the Officers of the Organization at their last known addresses. Thereafter, the Organization shall immediately cease to conduct its affairs.

Section 2. Upon the dissolution of the organization, the Board of Directors shall, after paying or making provision for payment of all liabilities of the organization, dispose of all of the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or organizations operated exclusively for educational purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c) (3) of the Internal Revenue Code of 1986, As Amended (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine.

## **Article V: Basic Policies**

Section 1. The organization shall:

- a. Promote the involvement of parents in band-oriented activities;
- b. Provide approved supplemental funds for needs of the band that are not budgeted or paid for by the school or school district;
- c. Cooperate with the Goose Creek Memorial administrators and instructors to promote the band and the education of band students. The organization may take no action which conflicts with school policy.

Section 2. No individual is authorized to obligate the organization in any manner, financially, or otherwise, without the prior approval of the Executive Committee.

Section 3. The raising of funds will be through voluntary contributions and projects developed by the Fundraising or, in the absence of a Fundraising Committee, projects developed by the Executive Committee.

Section 4. All purchases of band equipment by the organization will be reserved for the use of the Goose Creek Memorial High School Band Program.

Section 5. All fundraising projects that are developed and initiated will benefit the band and be used in a way determined by the band director and the organization.

## **Article VI: Membership and Dues**

Section 1. Membership shall commence on June 1 and terminate the following May 31.

Section 2. Annual dues shall be \$5.00 per year per family and/or legal guardians. The dues schedule may be changed at any time with an amendment to the bylaws. Dues are to be paid in full at the first meeting of the year.

Section 3. Each member must complete and sign a membership form indicating his or her desire to belong to the organization and agreeing to the stated purposes of the group.

Section 4. Membership shall be extended to:

- a. Any parent or guardian of a registered band student;
- b. The School Principal (ex-officio);
- c. The Band Director (ex-officio);
- d. Faculty members of Goose Creek Memorial High School who are not a parent or guardian of a registered band student but wish to assist/support the organization.
- e. Members of the community, including corporations, who wish to support the band program and agree to the purposes and bylaws of the organization.

Section 5. All members in good standing may hold elective office and serve on committees.

Section 6. No person under the age of eighteen (18), or any person currently enrolled in the Goose Creek Consolidated School District, may be a member of the Band Boosters.

Section 7. A member may join at any time during the school year.

Section 8. The membership and all rights of membership shall automatically terminate on the occurrence of any of the following causes:

- a. The voluntary resignation of a member with or without notice;
- b. Where a membership is issued for a period of time, the expiration of such period of time, unless renewed in timely fashion;
- c. The death of a member.
- d. The dissolution of the corporation.
- e. The non-payment of dues in a timely fashion as set forth by these Bylaws.

- f. Upon a vote of the Board of Directors if the member has engaged in conduct which is contrary to the purpose of the corporation.

## **Article VII: Officers and Their Election**

Section 1. Any member in good standing will be eligible to hold office.

Section 2. The officers of this organization shall be a

- a. President
- b. Vice-President
- d. Secretary
- e. Treasurer

Section 3. These officers shall be nominated and elected by ballot at the May general meeting. However, if there is but one nominee for any office, the election for that office (or offices) may be made by voice vote.

- a. Newly elected officers will assume office effective June 1, allowing for a transition period.
- b. The term of office will be one (1) year. No officer may serve in the same office for more than two (2) consecutive years.

Section 4. Vacancies

- a. A vacancy occurring in any office or chairmanship shall be filled for the unexpired term by a person elected by majority vote of the remaining members of the Executive Committee.
- b. In case of a vacancy occurring in the office of President, the Vice-President (or one of the Vice-Presidents, when there are two) shall serve temporarily until such time as a new election is held.
- c. Any officer or chairman who is absent for three (3) consecutive meetings without notifying the President prior to the meetings, shall be replaced. Such absence shall vacate the office and the vacancy shall be filled as soon as possible by a unanimous appointment by the remaining Executive Committee.

## **Article VIII: Duties of Officers**

Section 1. President

- a. The President shall preside at all regular, special and executive meetings of the organization.
- b. Liaison to the band director.
- c. The President shall also be the official organization spokesperson. He/she shall represent the organization in dealing with school officials.
- e. At each meeting the President shall call for reports on the status of the various active committees.

Section 2. Vice-President

- a. This vice-president shall preside at all meetings when the President is unable to do so.
- b. The Vice-President will be responsible for maintaining a current list of contact information for members and updating the list as needed.
- c. The Vice-President ensures that each member has signed a membership form for the current year and has paid his dues for that year.
- d. The Vice-President provides a current member count at each General Meeting.

Section 3. Secretary

- a. The Secretary shall keep a written transcript of the proceedings of all regular, special, and executive meetings.

- b. The Secretary shall also present a brief summary (minutes) of the proceedings from the immediate past meeting at each new meeting. The report may be done either vocally or in print.
- c. The secretary shall handle all correspondence received by or pertaining to the Band Boosters.
- d. He/she shall keep a current copy of the bylaws on hand for reference at meetings.
- e. The Secretary provides updated information to the members as needed, in the manner best suited to the issues (e.g. via the web site, via email, via postal mail, etc.)

#### Section 5. Treasurer

- a. He/she shall maintain custody of all funds, expending money only by check, which has been authorized by the Goose Creek Memorial Band Boosters Club Executive Committee.
- b. The treasurer will maintain a savings account (as needed) and checking account at a local financial institution.
- c. He/she will make deposits of all income in the proper accounts as designated in the budget.
- d. He/she is responsible for maintaining non-profit status for the organization.
- e. Reports at every meeting.
- f. The books of the treasurer shall be audited annually by an auditor or auditing committee, which, satisfied that the report is correct, shall sign a statement to that effect at the end of the report.
- g. Ensures that signing arrangements are made for checks for the current executive, so that checks will require two (2) signatures of the elected Executives.
- h. Assists the incoming Treasurer in June with transition arrangements.

#### **Article IX: Executive Committee**

The Elected Officers shall constitute the Executive Committee.

- a. It shall be the responsibility of the Executive Committee to meet at the call of the President, as he/she deems necessary.
- b. This committee shall prepare and submit to the membership, by the first meeting of the school year, a Plan of Work for the coming year.
- c. The Executive Committee shall also submit the proposed budget for the membership's information at the first meeting of the school year.
- d. A majority of the members of the Executive Committee shall constitute a quorum at all meetings.

#### **Article X: Meetings**

Section 1. Regular meetings will be held monthly on a schedule determined by the Executive Committee and published to the membership at the first meeting. Any necessary change in the meeting time or place will be announced at least five (5) business days prior to the regularly scheduled meeting. "Announcement" of such a change is taken to mean either an email and/or a phone call/message to the members and/or a notice posted on the organization's web site.

Section 2. Special meetings of the membership may be called by the Executive Committee if five (5) business days notice is given to members.

Section 3. At every regular or special meeting the Order of Business shall be:

- a. Call to Order
- b. Report of the Previous Minutes
- c. Treasurer's Financial Report

- d. Vice President
  - 1). Membership Count and Status
  - 2). Member Announcements
- e. Committee Reports
  - 1). Standing Committee Reports
  - 2). Special Committee Reports
- f. Unfinished Business
- g. New Business
- h. Announcements
- i. Adjournment

Section 4. A quorum shall be defined as a majority of the Executive Committee being present at a meeting.

Section 5. The order of business may be set aside for any meeting with a majority vote of the Executive Committee. The reading of the previous minutes may also be dispensed with majority vote by the Executive Committee.

Section 6. All questions of parliamentary law shall be governed by ROBERT'S RULES OF ORDER NEWLY REVISED.

Section 7. All votes regarding the business of the organization, except for Amendments to the Bylaws, are made on behalf of the members by the Executive Committee. Therefore passage of any item of business requiring a vote requires the support by a majority of the Executive Committee.

Section 8. Members vote on amendments to the Bylaws.

Section 9. Members vote to elect their representatives on the Executive Committee in the annual elections.

#### **Article XI: Fiscal Year**

Section 1. The fiscal year of the organization shall begin on June 1 and conclude on May 31.

Section 2. The financial records shall be audited during the last two weeks of the fiscal year.

Section 3. The auditor or audit committee shall be selected by the Executive Committee.

Section 4. Student account records are to keep track of each student's earned monies. Funds may be used toward trips or other instrumental music activities.

Section 5. In the event a student moves, quits, or graduates the music program, the monies in that student's individual account become a part of the general fund of the band booster organization unless a sibling of that student is or will become a member of the band within the same consecutive year.

Section 6. All monies credited to a student but not used for trips or other instrumental music activities shall be carried over in the name of that student until the end of his/her senior year.

Section 7. Built into the fundraising program is an amount from each sale that goes directly into the organization's general fund. This fund provides additional benefits for the students, such as awards and other activities.

Section 8. All monies and/or materials donated to the band booster organization will become property of the organization.

## **Article XII: Amendments**

Section 1. Amendments to these bylaws may be proposed by ANY member at any regular meeting. The proposed amendments must be presented in writing to the presiding officer, and read to the attendees.

Section 2. The proposed amendments will be voted on at the next regular meeting.

Section 3. Passage of any amendment requires a 2/3 approval vote of members present. Upon its passage, an amendment comes into effect immediately.

## **ARTICLE XIII: Conflict of Interest**

Section 1. Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

Section 2. Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

Section 3. Procedure for Addressing the Conflict of Interest

- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

Section 4. Violations of the Conflict of Interest Policy

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

**Certification**

These Bylaws were formally adopted as presented to the general membership on September 8, 2008.

/s/ \_\_\_\_\_  
Marilyn Hunt, President  
Goose Creek Memorial Band Boosters Club

/s/ \_\_\_\_\_  
Janine Armstrong, Vice President  
Goose Creek Memorial Band Boosters Club

## **Amendment to the Bylaws of the Goose Creek Memorial Band Boosters Club**

### **ARTICLE XIII: Conflict of Interest**

#### Section 1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

#### Section 2. Determining Whether a Conflict of Interest Exists

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- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Amendment presented to the general membership, voted on, and approved on January 12, 2009.

/s/  
Marilyn Hunt, President  
Goose Creek Memorial Band Boosters Club

/s/  
Janine Armstrong, Vice President  
Goose Creek Memorial Band Boosters Club



**Goose Creek Memorial Band Boosters Club Organization Bylaws**  
**Revision 4-05-13**

**Article I: Name**

The name of this organization is the Goose Creek Memorial Band Boosters Club.

**Article II: Purpose**

The purpose of this organization shall be to promote, support and assist in the advancement of the Goose Creek Memorial High School Band program.

**Article III: Organization**

Section 1. This organization shall be nonprofit, noncommercial, nonsectarian, and nonpartisan following the charitable and educational purposes within the meaning of section 501(c) (3) of the Internal Revenue Code. The organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) or (b) by an organization to which contributions are deductible under section 170 (c) (2) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue law).

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Section 3. Membership in the organization shall be extended to parents and guardians of students enrolled in the Goose Creek Memorial High School Band (and Color Guard, should one exist), the Band Director, and the Administration and Staff of Goose Creek Memorial High School.

Section 4. Membership shall be extended to members of the community (including corporations) who wish to support the organization and its purpose, and who agree to the stipulations of the Bylaws.

**Article IV: Dissolution**

Section 1. The Organization may be dissolved by the Principal of Goose Creek Memorial High School and/or the Band Director(s) at any time at their discretion should it be in the best interests of the school music program. Written notice of the dissolution of the Organization shall be mailed to the Officers of the Organization at their last known addresses. Thereafter, the Organization shall immediately cease to conduct its affairs.

Section 2. Upon the dissolution of the organization, the Board of Directors shall, after paying or making provision for payment of all liabilities of the organization, dispose of all of the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or organizations operated exclusively for educational purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c) (3) of the Internal Revenue Code of 1986, As Amended (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine.

[2] 2008

Amended: 2009

**Article V: Basic Policies**

Section 1. The organization shall:

- a. Promote the involvement of parents in band-oriented activities.
- b. Provide approved supplemental funds for needs of the band that are not budgeted or paid for by the school or school district;
- c. Cooperate with the Goose Creek Memorial administrators and instructors to promote the band and the education of band students. The organization may take no action which conflicts with school policy.

Section 2. No individual is authorized to obligate the organization in any manner, financially, or otherwise, without the prior approval of the Executive Committee.

Section 3. The raising of funds will be through voluntary contributions and projects developed by the Fundraising or, in the absence of a Fundraising Committee, projects developed by the Executive Committee.

Section 4. All purchases of band equipment by the organization will be reserved for the use of the Goose Creek Memorial High School Band Program.

Section 5. All fundraising projects that are developed and initiated will benefit the band and be used in a way determined by the band director and the organization.

#### **Article VI: Membership and Dues**

Section 1. Membership shall commence on June 1 and terminate the following May 31.

Section 2. Annual dues shall be \$5.00 per year per family and/or legal guardians. The dues schedule may be changed at any time with an amendment to the bylaws. Dues are to be paid in full at the first meeting of the year.

Section 3. Each member must complete and sign a membership form indicating his or her desire to belong to the organization and agreeing to the stated purposes of the group.

Section 4. Membership shall be extended to:

- a. Any parent or guardian of a registered band student;
- b. The School Principal (ex-officio);
- c. The Band Director (ex-officio);
- d. Faculty members of Goose Creek Memorial High School who are not a parent or guardian of a registered band student but wish to assist/support the organization.
- e. Members of the community, including corporations, who wish to support the band program and agree to the purposes and bylaws of the organization.

Section 5. All members in good standing may hold elective office and serve on committees.

Section 6. No person under the age of eighteen (18), or any person currently enrolled in the Goose Creek Consolidated School District, may be a member of the Band Boosters.

Section 7. A member may join at any time during the school year.

Section 8. The membership and all rights of membership shall automatically terminate on the occurrence of any of the following causes:

- a. The voluntary resignation of a member with or without notice;
- b. Where a membership is issued for a period of time, the expiration of such period of time, unless renewed in timely fashion;
- c. The death of a member.
- d. The dissolution of the corporation.
- e. The non-payment of dues in a timely fashion as set forth by these Bylaws.

[3] 2008

Amended: 2009

- f. Upon a vote of the Board of Directors if the member has engaged in conduct which is contrary to the purpose of the corporation.

#### **Article VII: Officers and Their Election**

Section 1. Any member in good standing will be eligible to hold office.

Section 2. The officers of this organization shall be a

- a. President
- b. Vice-President
- c. Secretary
- d. Treasurer

Section 3. These officers shall be nominated and elected by ballot at the May general meeting. However, if there is but one nominee for any office, the election for that office (or offices) may be made by voice vote.

- a. Newly elected officers will assume office effective June 1, allowing for a transition period.
- b. The term of office will be one (1) year. No officer may serve in the same office for more than two (2) consecutive years.

Section 4. Vacancies

- a. A vacancy occurring in any office or chairmanship shall be filled for the unexpired term by a person elected by majority vote of the remaining members of the Executive Committee.
- b. In case of a vacancy occurring in the office of President, the Vice-President (or one of the Vice-Presidents, when there are two) shall serve temporarily until such time as a new election is held.
- c. Any officer or chairman who is absent for three (3) consecutive meetings without notifying the President prior to the meetings, shall be replaced. Such absence shall vacate the office and the vacancy shall be filled as soon as possible by a unanimous appointment by the remaining Executive Committee.

## **Article VIII: Duties of Officers**

### Section 1. President

- a. The President shall preside at all regular, special and executive meetings of the Organization, *as well as all booster activities (amended 5/2013)*.
- b. Liaison to the band director.
- c. The President shall also be the official organization spokesperson. He/she shall represent the organization in dealing with school officials.
- d. At each meeting, the President shall call for reports on the status of the various active committees.  
*Amended 5/2013:*
- e. *The President shall prepare the agenda for all meetings.*
- f. *The President shall appoint standing committees as needed with the approval of the Executive Committee.*
- g. *The President shall serve as an advisory officer following his/her term of office and shall be designated as "Past President."*

### Section 2. Vice-President

- a. This vice-president shall preside at all meetings when the President is unable to do so.
- b. The Vice-President will be responsible for maintaining a current list of contact information for members and updating the list as needed.
- c. The Vice-President ensures that each member has signed a membership form for the current year and has paid his dues for that year.
- d. The Vice-President provides a current member count at each General Meeting.  
*Amended 5/2013:*
- e. *The Vice-President shall obtain and confirm chaperones for games and events as needed by the Band Director.*
- f. *Coordinate Dinner Fundraiser event.*
- g. *The Vice-President shall perform other duties as delegated by the President.*

### Section 3. Secretary

- a. The Secretary shall keep a written transcript of the proceedings of all regular, special, and executive meetings *and give to President in no more than 7 days after meeting.*  
*Amended: 2009*
- b. The Secretary shall also present a brief summary (minutes) of the proceedings from the immediate past meeting at each new meeting. The report may be done either vocally or in print.
- c. The secretary shall handle all correspondence received by or pertaining to the Band Boosters *(Amended 5/2013 - i.e. fundraiser notifications, correspondence to parents, etc...)*.
- d. He/she shall keep a current copy of the bylaws on hand for reference at meetings.
- e. The Secretary provides updated information to the members as needed, in the manner best suited to the issues (e.g. via the web site, via email, via postal mail, etc.)  
*Amended 5/2013:*
- f. *The Secretary shall perform other duties as delegated by the President.*

### Section 5. Treasurer

- a. He/she shall maintain custody of all funds, expending money only by check, which has been authorized by the Goose Creek Memorial Band Boosters Club Executive Committee.
- b. The treasurer will maintain a savings account (as needed) and checking account at a local financial institution.
- c. He/she will make deposits of all income in the proper accounts as designated in the budget.
- d. He/she is responsible for maintaining non-profit status for the organization.
- e. Reports at every meeting.
- f. The books of the treasurer shall be audited annually by an auditor or auditing committee, which, satisfied that the report is correct, shall sign a statement to that effect at the end of the report.
- g. Ensures that signing arrangements are made for checks for the current executive, so that checks will require two (2) signatures of the elected Executives.
- h. Assists the incoming Treasurer in June with transition arrangements.  
*Amended 5/2013:*
- i. *In the event the treasurer can't make a deposit, the President may make the deposit and present deposit slip to treasurer.*

#### **Article IX: Executive Committee**

The Elected Officers shall constitute the Executive Committee.

- a. It shall be the responsibility of the Executive Committee to meet at the call of the President, as he/she deems necessary.
- b. This committee shall prepare and submit to the membership, by the first meeting of the school year, a Plan of Work for the coming year.
- c. The Executive Committee shall also submit the proposed budget for the membership's information at the first meeting of the school year.
- d. A majority of the members of the Executive Committee shall constitute a quorum at all meetings.

#### **Article X: Meetings**

Section 1. Regular meetings will be held monthly on a schedule determined by the Executive Committee and published to the membership at the first meeting. Any necessary change in the meeting time or place will be announced at least five (5) business days prior to the regularly scheduled meeting. "Announcement" of such a change is taken to mean either an email and/or a phone call/message to the members and/or a notice posted on the organization's web site.

Section 2. Special meetings of the membership may be called by the Executive Committee if five (5) business days notice is given to members.

Section 3. At every regular or special meeting the Order of Business shall be:

- a. Call to Order
- b. Report of the Previous Minutes
- c. Treasurer's Financial Report  
[5] 2008  
Amended: 2009
- d. Vice President
  - 1) Membership Count and Status
  - 2) Member Announcements
- e. Committee Reports
  - 1) Standing Committee Reports
  - 2) Special Committee Reports
- f. Unfinished Business
- g. New Business
- h. Announcements
- i. Adjournment

Section 4. A quorum shall be defined as a majority of the Executive Committee being present at

a meeting.

Section 5. The order of business may be set aside for any meeting with a majority vote of the Executive Committee. The reading of the previous minutes may also be dispensed with majority vote by the Executive Committee.

Section 6. All questions of parliamentary law shall be governed by ROBERT'S RULES OF ORDER NEWLY REVISED.

Section 7. All votes regarding the business of the organization, except for Amendments to the Bylaws, are made on behalf of the members by the Executive Committee. Therefore passage of any item of business requiring a vote requires the support by a majority of the Executive Committee.

Section 8. Members vote on amendments to the Bylaws.

Section 9. Members vote to elect their representatives on the Executive Committee in the annual elections.

#### **Article XI: Fiscal Year**

Section 1. The fiscal year of the organization shall begin on June 1 and conclude on May 31.

Section 2. The financial records shall be audited during the last two weeks of the fiscal year.

Section 3. The auditor or audit committee shall be selected by the Executive Committee.

Section 4. Student account records are to keep track of each student's earned monies. Funds may be used toward trips or other instrumental music activities.

Section 5. In the event a student moves, quits, or graduates the music program, the monies in that student's individual account become a part of the general fund of the band booster organization unless a sibling of that student is or will become a member of the band within the same consecutive year.

Section 6. All monies credited to a student but not used for trips or other instrumental music activities shall be carried over in the name of that student until the end of his/her senior year.

Section 7. Built into the fundraising program is an amount from each sale that goes directly into the organization's general fund. This fund provides additional benefits for the students, such as awards and other activities.

Section 8. All monies and/or materials donated to the band booster organization will become property of the organization.

[6] 2008

Amended: 2009

#### **Article XII: Amendments**

Section 1. Amendments to these bylaws may be proposed by ANY member at any regular meeting. The proposed amendments must be presented in writing to the presiding officer, and read to the attendees.

Section 2. The proposed amendments will be voted on at the next regular meeting.

Section 3. Passage of any amendment requires a 2/3 approval vote of members present. Upon its passage, an amendment comes into effect immediately.

#### **ARTICLE XIII: Conflict of Interest**

Section 1. Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

Section 2. Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

Section 3. Procedure for Addressing the Conflict of Interest

- a. An interested person may make a presentation at the governing board or committee
- b. meeting, but after the presentation, he/she shall leave the meeting during the discussion
- c. of, and the vote on, the transaction or arrangement involving the possible conflict of

- d. interest.
- e. b. The chairperson of the governing board or committee shall, if appropriate, appoint a
- f. disinterested person or committee to investigate alternatives to the proposed transaction
- g. or arrangement.
- h. c. After exercising due diligence, the governing board or committee shall determine whether
- i. the Organization can obtain with reasonable efforts a more advantageous transaction or
- j. arrangement from a person or entity that would not give rise to a conflict of interest.
- k. d. If a more advantageous transaction or arrangement is not reasonably possible under
- l. circumstances not producing a conflict of interest, the governing board or committee shall
- m. determine by a majority vote of the disinterested directors whether the transaction or
- n. arrangement is in the Organization's best interest, for its own benefit, and whether it is fair
- o. and reasonable. In conformity with the above determination it shall make its decision as
- p. to whether to enter into the transaction or arrangement.

Section 4. Violations of the Conflict of Interest Policy

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

[7] 2008

Amended: 2009

**Certification**

These Bylaws were formally adopted as presented to the general membership on September 8, 2008.

*/s/* \_\_\_\_\_ */s/* \_\_\_\_\_

Marilyn Hunt, President Janine Armstrong, Vice President

Goose Creek Memorial Band Boosters Club Goose Creek Memorial Band Boosters Club

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 16 2009**

GOOSE CREEK MEMORIAL BAND  
BOOSTERS CLUB  
6001 E WALLISVILLE RD  
BAYTOWN, TX 77521

Employer Identification Number:  
35-2346966  
DLN:  
17053050074029  
Contact Person:  
DANIEL D DRAGOO ID# 31467  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
May 31  
Public Charity Status:  
509(a)(2)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
September 8, 2008  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

GOOSE CREEK MEMORIAL BAND

Sincerely,

A handwritten signature in black ink that reads "Robert Choi". The signature is written in a cursive style with a large, prominent "R" and "C".

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Publication 4221-PC