

**Constitution and By-Laws  
Martin Orchestra Booster Club  
James Martin High School  
Arlington, Texas**

**Article I: Name**

The name of this organization shall be the Martin Orchestra Booster Club.

**Article II: Purpose**

- A. Assist the Orchestra Directors in carrying out the activities of the orchestras and to give aid in areas that might require assistance toward realizing the objectives of the Orchestra Program.
- B. Promote interest and support of the Orchestra Program.
- C. Improve parental understanding of the students' obligations within the Orchestra organization.
- D. Improve school spirit through attendance at Orchestra functions.

**Article III: Basic Policies**

- A. The club will perform only those services, which are requested by the Orchestra Directors or those which have his/her concurrence.
- B. The club will pursue only those money-raising projects, which are for funding out-of-district trips, any equipment not provided by the district that would be deemed necessary, local scholarships for private music lessons, Orchestra Banquets and awards, or other items designated by the Executive Board or the Orchestra Directors.
- C. Club members shall not interfere in the decision-making prerogatives of the Orchestra Directors in relation to orchestra activities and monies.
- D. In the event of the dissolution of the club, its assets shall be given to James Martin High School for the sole use in orchestra related matters.

**Article IV: Fiscal Year**

The fiscal year of this organization shall be June 1 to May 31.

**Article V: Membership and Dues**

- A. All persons interested in the principles of this organization shall, upon payment of dues, become members in good standing.
- B. All individual members in good standing shall be voting members.
- C. Annual dues shall be established by the Board of Directors and will permit several levels of membership at designated contribution amounts. ~~Annual dues shall be as follows: \$15.00 per year per family payable at the beginning of the school year (August).~~ (Revised August 31, 2004)
- D. Dues are non-refundable.

**Article VI: Officers**

- A. The Officers of this club shall consist of President, Secretary, Treasurer, Membership, and Newsletter.
- B. The duties of the Officers shall be as follows:
  - 1. President: Shall preside over all meetings of general membership and the Board of Directors; appoint committees and serve as an ex-officio member of all committees; co-sign checks along with the Treasurer.
  - 2. Secretary: Shall record and report minutes of all meetings; be custodian of all organization records.
  - 3. Treasurer: Shall receive all monies of the organization; keep accurate records of receipts and expenditures and payout funds as authorized by the Board of Directors; present a statement at every meeting and an annual review; co-sign checks along with the President; see that an audit of the books be performed by a person approved by the Board of Directors and a report made at the last meeting of the year.
  - 4. Membership: Shall be responsible for promoting and securing memberships; maintain accurate lists of current members.
  - 5. Newsletter: Shall create and distribute newsletters to members periodically throughout the year; shall distribute orchestra information to the Smoke Signals editor for publication.
- C. Election of Officers shall be by simple majority of all members present and voting at a meeting held on or before May 31. Newly elected Officers shall assume duties at that time.

1. A nominating committee, composed of three (3) members appointed by the President shall propose candidates for each office. Other candidates may be nominated from the floor. A candidate's consent must be obtained before placing his name in nomination.
2. Should an office become vacant before new elections are held, the Board of Directors shall appoint a member to assume the office for the unexpired term.

**Article VII: Board of Directors**

- A. The Board of Directors shall consist of the elected officers, the Webmaster, and chairpersons of major fund raising activities. The Orchestra Directors shall serve as ex-officio, members.
- B. The Board of Directors shall meet as deemed necessary.

**Article VIII: Meetings**

- A. Club meetings will be held 4 times each year or when deemed necessary. Regular meetings will be held in September (Kick-off Concert), November, January, and April. Meetings will begin at 7:30 pm and meetings will not be in conflict with the school calendar.
- B. Special meetings may be called by the Board of Directors or the Orchestra Directors.
- C. Those voting members present shall constitute a quorum for the transaction of business.
- D. Robert's Rules of Order (latest revision) shall apply in the conduct of the club's business.

**Article IX: Operating Limits**

- A. No part of the net earnings of the organization shall be to the benefit of its members, officers, or other private persons.
- B. No part of the activities of the organization shall endeavor to influence legislation or involve participation in any political campaign on behalf of any candidate for public office.
- C. Notwithstanding any other provisions of these articles, the organization shall not participate in any other activities not permitted to be carried out by a non-profit organization exempt from federal income tax.

- D. Monies from fund raising activities of the organization shall be limited in use to projects not normally funded by the Arlington Independent School District.
- E. All activities of the organization shall be compatible with the policies and the program objectives established by the appropriate officials and employees of the school district.

**Article X: Amendments**

Any article of this document may be amended at any meeting by a two-thirds vote of the membership present after the amendment has been presented in writing, read and filed with the secretary at a previous meeting, or by the following means at the discretion of the Board of Directors: by distribution to Orchestra members or by mail, five (5) days prior to a scheduled meeting. Any article of this document may be amended at any meeting, by a two-thirds vote of the membership present after the amendment has been presented in writing, read and filed with the secretary at a previous meeting, or **by the following means at the discretion of the Board of Directors: by distribution to Orchestra members or** ~~presented to the membership~~ by mail five (5) days prior to a scheduled meeting. (*Revised August 31, 2004*)