

BUCKEYE VALLEY MUSIC BOOSTERS

CONSTITUTION & BYLAWS

**Adopted
September 17, 2009**

President:	Linda Staley
Vice President:	Chari White
Secretary:	Angie Horner
Treasurer:	Tammie McKenzie

**Amended
May 24, 2010**

President:	Linda Staley
Vice President:	Chari White
Secretary:	Angie Horner
Treasurer:	Tammie McKenzie

**Amended
March, 2017**

President:	Jody Kelleher
Vice President:	Terry Fitch
Secretary:	Natalie Barenthin
Treasurer:	Maggie Kopp

**BUCKEYE VALLEY MUSIC BOOSTERS
CONSTITUTION
(Articles I-XI)**

Article I - Name of Organization

Section 1. The name of this organization shall be "Buckeye Valley Music Boosters", hereinafter referred to as "BVMB", located at address 901 Coover Road, Delaware, OH 43015.

Article II - Objectives/Purpose

Section 1. The organization is organized exclusively for charitable and educational purposes under section Section 501(c)(3) of the Internal Revenue Code. These purposes include but are not limited to aid and support the Buckeye Valley Music Programs (K-12) of the Buckeye Valley Local School District. This will be done in an effort to promote excellence and help maintain a superior quality through moral and financial support of the music students and staff.

Section 2. No part of the net earning of the organization shall inure to the benefit of, or be distributable to, its members, 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 the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of the candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on

- a. By the organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or
 - b. By an organization, contributions to which are deductible under section 170(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
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Article III - Membership

Section 1. All parents and guardians of students currently participating in the Buckeye Valley Local School District Music Programs (K-12) are automatically members. Current high school students are welcome to attend meetings and provide input, but are not actual BVMB

members until such time as they graduate from BVHS. At that point they become a lifetime member, but still must attend the required meetings to attain voting rights. Parents or guardians of graduates are also lifetime members, again needing to attend required meetings to attain voting rights. Voting rights are secured by attending three meetings within a twelve (12) month period.

Section 2. Members will be expected to give of their time, talents, and energies in support of the projects initiated by this organization.

Section 3. Ex Officio membership: Ex Officio members shall include the music directors, the principal or the designated representative of the principal. Ex Officio members shall serve in an advisory capacity, without the ability to vote in general membership meetings.

Article IV - Officers - Powers and Duties of Officers - Terms of Officers

Section 1. The officers of this organization will be:

1. President
2. Vice-President
3. Secretary
4. Treasurer

Section 2. The powers and duties of the officers, except as herein stated, shall be in accordance with the normal duties of officers provided for in Robert's Rules of Order (www.rulesonline.com) and are as follows:

1. **President** - The President shall preside at all meetings of the organization and Executive Committee meetings. The President shall designate committee chairpersons and shall be Ex-Officio, a member of all committees. The President may form Specialty Committees, as necessary. The President shall perform such other duties as prescribed in these bylaws or assigned by the organization or by the Executive Committee, and shall coordinate the work of the officers and committees of the organization in order that the objectives/purpose (Refer to Article II - Objectives/Purpose) may be promoted. The President shall have the authority to sign checks, in the absence of the Treasurer, for budgeted expenditures.
2. **Vice President** - The Vice President shall act as aid to the President and shall perform the duties of the President in the absence or inability of the officer to act. The Vice President shall have the authority to sign checks, in the absence of the Treasurer and President, for budgeted expenditures. The Vice President shall assist committee chairpersons in the performance of their duties.
3. **Secretary** - The Secretary shall record the minutes of all meetings of the organization and of the Executive Committee (Refer to Article V - Section 1), and

shall perform such other duties as delegated. The Secretary shall be the custodian of all official records of the organization. In the year of an election of a new Secretary, the ending Secretary shall attend the May Shadowing Meeting (Refer to Article VI:Section 4) and officially disseminate all historical records to the newly elected Secretary.

4. **Treasurer** - The Treasurer shall be the custodian of all funds of the organization and shall keep a full and accurate account of receipt and expenditures. The Treasurer shall present a financial statement at all meetings of the organization and at other times when requested by the Executive Committee, and shall make a full report at the annual audit meeting in May.

Section 3. The term of office of each officer, appointed committees, and specialty committees shall be for a period of two (2) years. No officer shall serve more than two (2) consecutive years (one (1) term) in the same position. The term of office will be two (2) years, and running from June 1 through May 31. Two officer positions shall be filled each calendar year. To assure continuity on the board, elections will be split to include:

1. President and Treasurer - with term ending May 31, odd years
2. Vice-President and Secretary - with term ending May 31, even years

Section 4. Officer's vacancies occurring during the year shall be filled by normal election procedures with the Executive Committee being responsible for nomination and the newly elected officer shall serve the unexpired term and then run for their own term if they so desire. When a member fills an officers vacancy they may then be elected into the same position for one term (2 years).

Section 5. Officers wishing not to complete their terms of office should submit a letter of resignation to the Executive Committee.

Section 6. Officers may be asked to resign due to dereliction of duty. If this is the case, normal election procedures will take place to replace the resignee.(refer to Article IV - Section 4) Dereliction of duty shall be determined by the Executive Committee, based on concerns expressed by members of the booster organization.

Article V - Committees

Section 1. Executive Committee - The Executive Committee shall be comprised of the four (4) officers, the chairperson of each appointed committee, and the Ex Officio members, as defined in Article III, Section 3.

Section 2. Standing/Appointed Committees - The Standing/Appointed Committees shall be comprised of a committee chairperson, as well as additional members of the BVMB. These committees could include, but are not limited to: Fundraising, Publicity, Scholarship, Spiritwear, and Web Page.

Section 3. Special Committees - The Special committees shall be comprised of a committee chairperson, as well as additional members of the BVMB. These committees will be created as the need arises.

Article VI - Elections

Section 1. The President at the February meeting shall appoint a Nominating Committee consisting of three (3) members. It shall be the duty of this committee to nominate candidates for the offices to be elected at the April meeting.

Section 2. The Nominating Committee will convene in February and present the slate of new officers at the general March meeting. Nominees for President must have maintained an active membership in good standing for a minimum of one (1) year. After the slate is presented, nominations will be accepted from the general membership. Those persons nominated from the floor shall be present at the time to accept the nomination. Nominations will be closed at the conclusion of the March general meeting.

Section 3. Election is determined by majority vote of voting members present at the April meeting.

Section 4. May Shadowing/Passing the Torch Meeting. This meeting shall be held in May and include all current officers and newly elected officers. This meeting will be an opportunity for newly elected officers to shadow current officers during an actual meeting. All documents will be passed on during this meeting as stated in officer responsibilities (Article IV).

Section 5. Newly elected officers shall begin their term at the June meeting and continue through the May audit meeting the following year.

Article VII - Meetings

Section 1. Regular meetings will be held in each month except July with date and time determined by the officers.

Section 2. An Executive Committee meeting will be held as deemed necessary, or any time when it becomes necessary to conduct business of the organization.

Article VIII - Amendments

Any amendment or change in the Constitution or By Laws will become effective and a part of the Constitution or By Laws only after:

1. Notification of the proposed amendment or change has been made at the previous meeting, and
 2. There is a two-thirds vote of approval by the BVMB voting members present at the following general meeting. (i.e. Present changes in February and vote in March)
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Article IX - Parliamentary Authority

Roberts Rules of Order (www.rulesonline.com) shall govern all proceedings of this organization unless otherwise stated herein.

Article X - Articles of Dissolution

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, to the Buckeye Valley Local School District, Delaware, Ohio. Any such assets not so disposed shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized exclusively for such purposes.

Article XI - Fundraisers

Section 1. Contributions to the Buckeye Valley Music Boosters benefit students participating in the Instrumental and Vocal music programs (K-12) throughout the Buckeye Valley Local School District. The BVMB will utilize contributions for items such as new/used equipment, sheet music, instrument repair, awards, workshops, student scholarships, uniforms, flags, and various other needs that may arise within the music programs.

Section 2. In order to allow both Instrumental and Vocal Fundraising to occur within the Buckeye Valley Music Boosters, the following guidelines must be met:

1. The group that wishes to fundraise must present their fundraising opportunity to the BVMB officers.
2. The officers will confirm the fundraising is not in competition with other activities.

