**Article I – Name**

This organization shall be known as the ALHS Band Boosters.

**Article II – Statement of Purpose**

The purpose of this group shall be to enhance and promote the Band Program of Abraham Lincoln High School.

**Article III – Membership**

Section 1. Student members

All students enrolled or actively participating in any A.L. Band, A.L. Flags, or A.L. Rifles shall be student members.

Section 2. Active Members

The parent, foster parent or guardian of any student member shall be an active member. The band director and any faculty sponsors of Flags and Rifles shall be active members.

Section 3. Honorary Members

Honorary members shall be designed by vote of the Board of Directors. Honorary members shall have the rights as determined by the Board of Directors.

**Article IV – Organizational Relationships**

This group shall function with the permission, sanction and endorsement of the ALHS administration and of the Council Bluffs Community School District.

Policies of the group shall at all times conform to and be consistent with those of the ALHS administration and Council Bluffs Community School District.

The organization shall establish and maintain tax exempt status for purpose of qualifying charitable contributions for tax deduction.

Except as otherwise specifically directed by the Board of Directors, title to all items purchased with the organization funds shall vest immediately upon acceptance of delivery of such item in the ALHS Band Program of the Council Bluffs Community School District.

**Article V – Board of Directors**

Section 1. Composition

The Board of Directors shall consist of the President, Vice-President, Secretary, Treasurer and the Band Director.

Section 2. Duties of the Board

The Board of Directors shall authorize all activities of the organization and shall conduct all business of the organization except election of officers, amendment of these by-laws or dissolution of the organization.

Section 3. Insurance

The Board of Directors shall have the responsibility of insuring that the organization maintains the status of “named insured” under the liability coverage of the Council Bluffs Community School District.

**Article VI – Officers**

Section 1. Titles and Duties

A. President: The President shall preside at all meetings other than those of the committees chaired by another member. The President shall be an ex-officio member, without vote, of all committees. The President shall appoint committees and committee chairmen with Board approval.

B. Vice-President: The Vice-President shall perform in all manners as President in the absence of the President.

C. Secretary: The Secretary shall have custody of all records of the orginazation and shall record minutes of all meetings of the organization and the Board of Directors.

D. Treasurer: The Treasurer shall have charge of all funds of the organization . All such funds shall be at all times maintained until disbursal in an optimally interest-bearing account at a fully insured financial institution in the City of Council Bluffs, Iowa to be selected by the Board of Directors. The Treasurer shall accurately document and report to the Board all receipt and disbursal of funds.

E. Student Directors: There shall be two or more Student Directors whose function shall be to enhance communication and liaison with the student membership.

Section 2. Election of Officers

A. Student Directors: Student Directors shall be elected for a one year term in the Fall of each year by the students among the student membership. Drum majors are appointed by the Band Director and are automatically named Student Directors.

B. All other officers: These shall be elected in the fall of the year by the active members from among the active membership. No two officers shall be from the same family. Elections will take place determined by need, as a Board member may serve until they step down. They shall be replaced by the election process stated above.

Section 3. Replacement

A. Any officer resigning or failing to adequetly perform duties of the office as determined by a 3/5 vote of the Board of Directors shall be replaced by vote of the remaining Directors at the next meeting.

**Article VII – Meetings**

Section 1. Membership Meetings

The membership shall meet annually in May and/or at the discretion of the Board of Directors for the purpose of receiving reports and election of officers if necessary.

Section 2. Board of Directors

The Board of Directors shall meet approximately monthly, not less than 6 times per year.

Section 3. Quorum

Quorum for the Board of Directors shall be at least 3 officers or Directors. Quorum for the organization shall be 10 active members. Quorum for the committees shall be 60% of the committee members.

Section 4. Majority Vote

A 51% majority shall prevail on any question except amendment of by-laws or dissolution which shall require a 65% majority. There shall be no proxy vote.

Section 5. Date and Place of Meetings

Date, place and agenda of the annual meeting shall be announced at least two weeks in advance.

Section 6. Rules of Order

The current edition of Robert’s Rules of Order shall apply where not in conflict with these by-laws.

**Article VIII – Management of Funds**

Section 1. Reports

All books and accounting records shall be maintained by the Treasurer, who shall promptly and accurately record all transactions and shall report at each meeting of the Board of Directors and of the organization. Generally accepted methods shall be used.

Section 2. Bank Accounts

The organization shall have only one checking account and only those savings accounts authorized by the Board of Directors. The checking account shall serve as the control account for purposes of maintaining a clear audit trail.

Section 3. Receipts

All receipts, including transfers from savings accounts, shall be deposited immediately to the checking account.

Section 4. Disbursals

All disbursals including those to savings accounts shall be through the checking account. The President, Vice-President, Treasurer and Band Director shall be authorized to sign checks. Each check must be signed by the Band Director and one officer. A disbursal greater than $1,000.00 must have prior authorization by a board member but cannot be the second signer of the check. Any check written for less than $1,000.00 but greater than $500.00 require that the Band Director send written notice to at least one other Board Member.

Section 5. Audit

The Board of Directors shall direct an audit of all books and records of the organization upon the request of any party provided that:

1) The audit is performed by a currently licensed C.P.A. in accordance with generally accepted auditing principles and procedures.

2) The audit is presented to the Board of Directors immediately upon completion.

3) The requesting party pays for the audit in advance.

Section 6. Vested Interest

No payment shall be made to any Director or business with which a Director is associated without prior approval of the Board of Directors.

**Article IX – Amendment**

These by-laws may be amended by a 65% vote of a quorum of the membership at the annual meeting or a special meeting of the membership. All proposals or amendment must be detailed in the agenda.

**Article X – Dissolution**

This organization may be dissolved by a 65% vote of a quorum of the membership at the annual meeting or a special meeting of the membership.

In the event of dissolution, all remaining funds shall be paid to Abraham Lincoln High School for the sole purpose of enhancement of the Band Program.