

# LINCOLN EAST BAND BOOSTERS CONSTITUTION

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We, the members of the Lincoln East Band Boosters, in order to promote interest in the East High Band Music program, do hereby establish this constitution.

### ARTICLE I NAME

Section 1. This organization shall be known as the Lincoln East Band Boosters.

### ARTICLE II GOALS AND OBJECTIVES

Section 1. Goals and objectives of this organization shall be:

- A. To stimulate and sustain interest among both parents and student in the following band groups:
  - 1. Concert Band
  - 2. Flag Corp
  - 3. Jazz Band
  - 4. Marching Band
  - 5. Prep Jazz Band
  - 6. Symphonic Band
  - 7. Wind Ensemble
- B. To support and assist the Band Director and the Band Department as appropriate.
- C. To provide financial aid for the band program per approval of the Band Booster organization.
- D. To increase community interest in the East High Band program.

### ARTICLE III MEMBERSHIP

Section 1. Composition:

- A. Parents and/or Legal Guardians of active band students in accordance with Article II, Section 1A.
- B. The Lincoln East Band Directors, Flag Corp and Drum Line Coaches.

### ARTICLE IV FINANCING

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Section 1. This organization will be self-sustaining.

## ARTICLE V OFFICERS

Section 1. Officers:

- A. The officers of this club shall be nominated and elected in the spring, and assume duties immediately after the last meeting of the school year.
- B. The elected officers of this club shall be:
  - 1. President
  - 2. Vice-President
  - 3. Secretary
  - 4. Treasurer
- C. The Executive Committee shall consist of the elected officers and head Band Director.
- D. The voluntary positions of this club shall be ad hoc committee chairs to included but not limited to the following:
  - 1. Uniforms
  - 2. Chaperones
  - 3. Calling Tree
  - 4. Membership/Picture Buttons/Clothing Sales
  - 5. Band Picnic
  - 6. Advertising/Public Relations
  - 7. Tailgate Parties
  - 8. Contest Treats
  - 9. Star City Parade Lunch
  - 10. Spring Banquet
  - 11. Pops and Pies
  - 12. Corporate Sponsors
  - 13. Scholarships
  - 14. Fund Raising
  - 15. Jazz Band
  - 16. Band Camp

Section 2. Qualifications:

- A. Any adult member is eligible to hold office.

Section 3. Elections:

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- A. Nominations for elected officers shall be taken by members of the Executive Committee and presented at the May general booster meeting for vote. Additional nominations may be presented from the floor at the same meeting.
- B. A candidate shall have quorum majority of votes to be elected.
- C. A vacancy occurring during the year in an office shall be filled through appointment by the Executive Committee.

### Section 4. Duties of Officers:

#### A. President

- 1. Shall preside at all meetings, and shall be the ex-officio member of all committees.
- 2. Shall appoint all special committees.
- 3. Shall perform such other duties usually pertaining to the office of President.
- 4. Shall serve as a member of the Executive Committee.

#### B. Vice-President

- 1. Shall review the constitution each year.
- 2. Shall assume the duties of the President in case of the absence or incapacity of the President.
- 3. Shall assist the President when called upon.
- 4. Shall assume the duties of the President the following year.
- 5. Shall serve as a member of the Executive Committee.

#### C. Secretary

- 1. Shall keep a careful and authentic record of the proceedings of all general and Executive Committee meetings.
  - a. A copy of the minutes shall be provided to the President after each monthly meeting.
- 2. Shall read all papers that may be called for.
- 3. Shall serve as a member of the Executive Committee.

#### D. Treasurer

- 1. Shall keep all records of the Band Boosters finances.
- 2. Shall disburse all monies of the organization as required.
- 3. Shall serve as a member of the Executive Committee.

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### Section 5. Duties of Voluntary Positions:

- A. Those serving in the following voluntary positions shall chair their committees, keep accurate and detailed records, report to the Executive Committee, and return all records and final reports to the President at years end.
  - 1. Uniforms
  - 2. Chaperones
  - 3. Calling Tree
  - 4. Membership/Picture Buttons/Clothing Sales
  - 5. Band Picnic
  - 6. Advertising/Public Relations
  - 7. Tailgate Parties
  - 8. Contest Treats
  - 9. Star City Parade Lunch
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## ARTICLE VI MEETINGS

### Section 1. Meetings:

- A. The regular meeting will be held in the East Band room on the first Thursday of each month, unless otherwise indicated.
- B. Additional meetings may be held as necessary.

## ARTICLE VII FUNDS

### Section 1. Examination of Funds:

- A. The funds of the Band Boosters shall be examined annually at the change of officers.
  - 1. Two (2) persons from the membership shall volunteer, and if there are no volunteers, two (2) persons shall be appointed by the Executive Committee.

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### Section 2. Revenue:

- A. Revenue shall be derived from contributions and such other projects and assessments as approved by the Band Booster organization and/or Executive Committee.
- B. All receipts accompanied by a complete accounting of each activity shall be provided to the Treasurer in a timely fashion following completion of an event.

### Section 3. Allocation of Funds:

- A. Funds of the Band Boosters shall be allocated for projects and expenditures as approved by a quorum majority at a regular Band Booster meeting or by the Executive Committee.
- B. In the event funds are necessary prior to the Band Booster meeting, the Executive Committee may allocate funds using their discretion.

## ARTICLE VIII AMENDMENTS

Section 1. Amendments to the Band Booster Constitution may be proposed at any regular booster meeting. The amendment shall be voted on at the next regular booster meeting. A quorum majority is required for the amendment to pass.

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<sup>1</sup> Revision 1 removed the following text from Section 4, paragraph C under Duties of the Secretary:  
Shall be responsible for keeping the membership informed of all activities of the organization through a monthly newsletter.