

LIBERTY HIGH SCHOOL RED RHYTHM BOOSTER ASSOCIATION
BY-LAWS and
CONSTITUTION

Adopted October 2007 - Amended February 2008 – Amended May 2008

ARTICLE I – NAME

The name of this organization shall be LIBERTY HIGH SCHOOL RED RHYTHM BOOSTER ASSOCIATION.

ARTICLE II – OBJECTIVES

The Association is an independent non-profit organization, organized to support the Red Rhythm Dance Team at Liberty High School in Frisco, Texas, USA, and dedicated to achieving the following objectives:

- To provide a positive environment for students' educational and artistic growth.
- To promote a closer relationship between the parents, students, and staff, in an atmosphere of mutual cooperation, support, and respect.
- To encourage a high level of achievement for Red Rhythm and its members.
- To provide resources, both human and financial, to dance/drill team activities.
- To promote and recognize the Red Rhythm Dance Team and its students' accomplishments.

This organization is organized exclusively for charitable and educational purposes. Including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 c(3) of the Internal Revenue Code, or corresponding section of any current/future federal tax code.

Activities of the Association shall not conflict with University Interscholastic League rules.

ARTICLE III – METHODS

Section 1 – The Association shall strive to achieve the objectives of the Association by assisting in logistics and providing support through projects and contributions.

Section 2 – The organization shall be noncommercial, nonsectarian, and nonpartisan.

Section 3 – The organization shall not directly or indirectly participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

Section 4 – No part of the net earnings of the organization shall be distributed to its members, directors, officers, or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered.

Section 5 – Any donation request must be accompanied by a letter signed by the president.

ARTICLE IV – MEMBERSHIP AND DUES

Section 1 – Any person who supports the objectives of the Association and is willing to uphold its policies and subscribe to its By-Laws may become a member.

Section 2 – Membership in the Association is inherent to the parents and/or the guardians of students who are members of the LHS Red Rhythm Dance Team.

Section 3 – Membership dues are voluntary and shall be determined by the Board. But to be eligible for Booster scholarships, the dancer's family must be members of the Association.

ARTICLE V – BOARD OF DIRECTORS AND THEIR ELECTION

Section 1 – The officers of the Board of Directors consist of the following:

- President
- Vice President

- Secretary
- Treasurer
- Historian

An individual or a husband and wife team may fill these offices. Any voting member of the Board must be a parent or legal guardian of a student who is a member of the LHS Red Rhythm Dance Team.

Section 2 – Each officer shall be a member of the Association. Officers must have been an active Booster Association member the previous year, prior to Board elections.

Section 3 – All officers shall be elected annually.

Section 4 – A person shall not be eligible to serve more than two consecutive terms in the same office, pursuant to Board discretion.

Section 5 – The President shall appoint a Nominating Committee to present a slate of officers prior to the election of officers (excluding charter year).

Section 6 – A vacancy occurring in any office (except the President) shall be filled for the unexpired term by a person elected by majority vote of the remaining members of the Board, due notice of such election having been given. In case a vacancy occurs in the office of President, the Vice President shall serve the remaining term. Should a multiple vacancy (e.g., both the President and Vice President) occur, the succession of offices will be determined by the remaining Board members.

Section 7 – Any officer whose child ceases to be a member of the Red Rhythm Dance Team shall resign, and a new officer shall be elected in accordance with Article V, Section 6.

Section 8 – Terms for officers end the day after Liberty High School graduation.

ARTICLE VI – DUTIES OF OFFICERS

Section 1 – The President shall:

- Preside at all meetings of the organization
- Appoint all committees (as the Board sees necessary)
- Be an ex-officio member of all committees except the nominating committee
- Have the authority to make emergency decisions on behalf of the Booster Association, reporting such decisions to the Board within 72 hours, and the general membership at the next regular meeting

Section 2 – The Vice-President shall:

- Assume the duties of the President in his/her absence
- Serve as Chairman of the Fundraising Committee
- Serve as Chairman of Membership Committee
- Publish the newsletter

Section 3 – The Secretary shall:

- Keep the records and minutes of all meetings and communications, including but not limited to, board and regular membership meetings
- Provide copies of the minutes to members at regular meetings or as requested
- Attend to the correspondence of the organization
- Perform other such duties as assigned by the President

Section 4 – The Treasurer shall:

- Coordinate the budget process
- Receive all funds due

- Deposit all monies received in a timely manner
- Pay all bills authorized by the President or other authorized person
- Report on the organization budget status at all regular, board and executive committee meetings
- Facilitate signature authority changes at the bank used by the Association for the treasurer in succession
- Have available all financial records of the Red Rhythm Booster Association to any member in good standing with questions regarding club expenditures
- Pay all taxes due in a timely manner

Section 5 – The Historian shall:

- Serve as Chairman of publicity and hospitality
- Serve as volunteer coordinator
- Maintain history of the organization (collect and preserve documents, letters, and reports of historical or informational interest)
- Make and keep up to date, a scrapbook of the Red Rhythm Dance Team
- Perform other such duties as assigned by the President

ARTICLE VII – RESPONSIBILITIES OF OFFICERS

Section 1 – Board members shall miss no more than two consecutive scheduled Board meetings. Should that instance arise, the Board shall reserve the right to remove that member from office based on a two-thirds majority vote of Board members in favor of the action.

Section 2 – Board members shall conduct themselves morally and ethically at all times.

Section 3 – If a Board member consistently fails to comply with these By-Laws and Standing Rules, the Board reserves the right to remove that member from office based on a two-thirds majority vote of Board members in favor of the action.

Section 4 – Outgoing Board members should serve as mentors to the incoming Board members. This period will begin after the board elections and may last until the beginning term as outlined in Article V, Section 8.

ARTICLE VIII – MEETINGS AND VOTING

Section 1 – Regular meetings (general meetings) of the Association shall be held at least three times a year, called by the President. The first meeting shall be held close to the beginning of the school year. Members present shall constitute a quorum for the transaction of business at any general meeting of the Association, provided due notice of the meeting has been given. For purposes of this section, due notice shall be defined as notification via e-mail, website, letter, or announcement in class. The privilege of holding office, introducing motions, discussion, and voting shall be limited to members of the Association.

Section 2 – The Board shall meet at least three times a year prior to General meetings during the school year and at other times as necessary. A minimum of three (out of the five) voting officers shall constitute a quorum for transaction of Board business. For purposes of Board voting, each position shall have one vote. Board actions shall be supported by a simple majority of the Board. If necessary, the President may poll the Board to record their vote. All Board voting shall be documented and published in the Board minutes. This will include individual votes cast, totals, and vote outcome. This universal principle applies to all methods of voting, such as (but not limited to) e-mail, phone, or face-to-face voting.

Section 3 – Special meetings may be called by the President or members of the Board, as necessary, provided all Board members are properly notified. Notification may include e-mail or phone calls.

ARTICLE IX – BUDGETING AND EXPENDITURE AUTHORITY

Section 1 – The Board shall have authority to allocate assets of the organization in support of the stated objectives.

Section 2 – The Treasurer shall maintain all monies of the organization, shall keep accurate records of receipts and expenditures, and shall pay out funds only as authorized by the organization, along with the head Dance Team Director's approval. The Treasurer shall present a written statement of accounts, in itemized form, at every meeting of the organization and at other times when requested by the organization or the head Dance Team Director.

Section 3 – No unbudgeted expenditures shall be made without approval of two-thirds of the Board.

Section 4 – The Treasurer shall have custody of all funds of the Association.

Section 5 – Two authorized signatures shall be required on all checks over the amount of \$50. In the event that both members of a husband/wife team are authorized signers on the account, the husband/wife team shall not sign the same check.

Section 6 – The fiscal year of this organization shall begin June 1 and end May 31.

Section 7 – Upon dissolution of the Club, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas 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 and operated exclusively for such purpose.

ARTICLE X – STANDING AND SPECIAL COMMITTEES

Section 1 – Such standing and special committees shall be created by the Board as may be deemed necessary to promote the objectives and carry on the work of the Association. All committee work shall be undertaken with the consent of the Board. Special committees created and appointed for a specific program will cease to exist upon completion of the assigned work.

Section 2 – The President shall be an ex-officio member of all committees.

ARTICLE XI – PARLIAMENTARY AUTHORITY

Section 1 – Robert's Rules of Order (Revised) shall govern this Association in all cases when applicable.

Section 2 – The President may appoint a Parliamentarian from the membership to rule on procedure.

ARTICLE XII – AMENDMENTS

Section 1 – These By-Laws may be amended at any regular meeting (general meeting) of this organization by two-thirds vote of the members present and voting, providing notice of the proposed amendment shall have been given. For the purposes of this section, due notice shall be defined as notification via e-mail, website, phone call, written letter, phone call, or discussion at a General Meeting. A committee may be appointed to submit a revised set of By-Laws as a substitute for these By-Laws only by a majority vote at a meeting of the Association, or by a two-thirds vote of the Board.

ARTICLE XIII – ADOPTION

A 2/3 majority vote of members present on May 12, 2008, a quorum being present voted to give this amended Constitution full force and effect.

As designated by the signatures below, the following officers approved this amended Constitution and By-Laws at our 5/5/08 meeting (signatures provided by members present):

President: Cheri Little

Vice-President: Becky Caruso

Secretary: Glynis Chester

Treasurer: Jennifer Russell

Historian: Lisa Manley