

**Bylaws of the
East View High School Patriot Band Boosters
4490 E. University
Georgetown, TX 78626**

Article A – Duties of the Steering Committee Officers

1. President – The President shall set the agenda for and preside over all meetings. The President shall be authorized to sign all checks when the Treasurer is unavailable. The President will work with the Executive Director and Treasurer to present a proposed budget for the start of each fiscal year. All sponsorship solicitation shall be directed and coordinated through this office. The President coordinates and promotes all events of the EVHS Band Boosters, with the exception of the concessions fundraising, including all publicity, logistics, and ticket sales. The President shall appoint all appropriately needed committee chairs and shall be an ex-officio member of each committee.
2. Vice President (VP) – The VP oversees all committees appointed by the executive board and assists the President as needed. In the absence of the President, or in the event of his or her ability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of the President.
3. Treasurer – The Treasurer shall work with the Executive Director and President to propose a EVHS Band Booster Budget for the year. An updated budget shall be presented at each monthly Board meeting showing all income and expenses for the previous period and for the fiscal year. Other individual duties of the Treasurer will be listed in a separate document, The Treasurer will work with all member organization Treasurers, to ensure compliance with GPAA and GISD policies and procedures.
4. Communications Secretary (CS) – The CS shall be responsible for the update and maintenance of the organizations' website and provide general correspondence for the organization as needed through that end. The CS will keep accurate records of the organization's meetings by taking minutes and attendance and keeping files of all materials distributed at Board meetings. The CS shall make copies of meeting minutes available to the GISD Administration and GPAA when requested. The CS shall keep up-to-date records of all Bylaws and Charter Amendments, copies of all member organization bylaws and organization documents, and a list of all approved and active fundraisers of the member organizations. The CS will keep on record the member organization's fundraising events calendar. The CS will keep on record the names and contact information of all member organizations' board members. All information of record will be made available on the
5. Alliance Representative (AR) – The AR will serve as an officer of the Alliance Board. The AR must be a member in good standing of his/her respective booster organization. All officers must reside in the Georgetown Independent School District. All officers must be the parent or legal guardian of a child who is a member in good standing of the organization represented, with the exception of the last three months of an officer's term if their student graduates in May. Members of a single family may hold only one office for any membership year. Members of the Alliance Board serve for 27 months. The first 12 months will be served in an

elect or training position for a given office and the subsequent 15 months will be served as the officer. An organization will provide a new officer only in the years that the rotation places them in an elect position. No booster organization shall have its representative serve in the same office more than once in any consecutive ten year period.

6. Volunteer Coordinator (VC) – The VC ensures volunteers are assigned and trained as needed, for all EVHS Band events and fundraisers, as well as concession stands and all other events and activities of the Alliance. The VC will work with all member organization Volunteer Coordinators. The VC will work with the Executive Director and Secretary of Fine Arts for GISD to check that all volunteers have completed their required background checks.
7. Concessions Liaison (CL) – The CL organizes and manages all functions of the Alliance managed concession stands. The CL works with the EV Band Booster Volunteer Coordinator to ensure that all events are staffed and the concession stands for each event are operated professionally, safely and with maximum efficiency. The CL works with the EVPB Treasurer to ensure all invoices are paid and orders processed in a timely fashion.
8. Band Directors (BD) – The primary duty of the BD's is to give guidance to the organization so that no school policy, or U.I.L. guidelines, is violated. The Directors are responsible for communicating any needs to/from the EVHS Band Boosters, along with communicating announcements and upcoming events.

Article B – Selection of the Steering Committee Officers

1. The selection of all officers of this organization shall be voted and approved by the membership of the EVHS Band Booster organization at its first annual meeting.
2. The officers of the Steering Committee are volunteers that are solicited by the outgoing Committee and the Band Directors. A slate of new officers is presented for approval at the last general meeting of the fiscal year.

Article C – Steering Committee Officer Participation

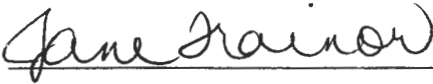
Steering Committee members are expected to attend and participate in at least 50% of EVHS Band Booster sponsored events, including concerts and fundraising events. Any Officer who misses more than 50% of these events within a three month period, as recorded by the Volunteer Coordinator, and without prior notification of the President or Volunteer Coordinator and without a valid reason, (as determined by the other Officers) may be asked to relinquish his/her position as an Officer by a two-thirds majority vote of the Steering Committee. Any Officer who misses three consecutive regularly scheduled Board meetings without prior notification of the President, Head Band Director or Communications Secretary and without a valid reason, (as determined by the other Officers) may be asked to relinquish his/her position as an Officer by a two-thirds majority vote of the officers. The Head Band Director will notify the Officer of any attendance problems on a quarterly basis, or as needed. If the Officer is removed from office, the member organization that was represented by that Officer should seek to fill that position by the next meeting.

Article D – Dissolution

Upon dissolution, all the assets of this organization shall be liquidated and funds held and expended by the Georgetown I.S.D. in accordance with the purpose of this organization until all such funds shall be expended.

Certificate of Authenticity

This is to certify that the foregoing is a true and correct copy of the Bylaws of the East View High School Band Boosters as amended on Sept 9, 2014. This adoption has been approved, in accordance with Article VII of the Constitution, by a two-thirds majority quorum of the Board at the Sept 9, 2014 Board meeting.



President


Attest, Secretary