Constitution and By-Laws
of the
Belton Band Boosters
Belton, Texas

Approved January 15, 2013

Article I : **Name**
The name of the organization shall be The Belton Band Boosters.

Article II : **Mission and Purpose**
The objectives of The Belton Band Boosters are:

A. To support the Belton Independent School District's Band programs and to undertake such activities to this end as may be determined by the membership.
B. To develop and carry out programs to promote a greater understanding, visibility and appreciation of music through education.
C. To promote, facilitate, assist and encourage a spirit of fellowship and cooperation among the membership of The Belton Band Boosters and the community.
D. To work in cooperation with the members of the school district and public and private entities to support and encourage the development of progressive music education programs.
E. To provide for and maintain an efficient and progressive band program in a manner that is consistent with the University Interscholastic League (U.I.L.) Guidelines for booster clubs and school events.
F. To provide moral and financial support, accept and disburse funds, and otherwise assist the entire band members through cooperation with and guidance from the band director(s).
G. To be 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 future federal tax code.

Article III : **Membership**
Membership in The Belton Band Boosters shall:

A. Be open to all parents and persons interested in supporting the objectives of the organization and who agree to abide by the By-Laws of the organization.
B. Be open to adults with students currently enrolled in a band class and/or Colorguard/Winterguard.
C. Have voting privileges if they have a student currently enrolled in a band class and/or Colorguard/Winterguard. Members shall have one vote per parent(s) or Guardian(s) with a maximum of two total votes regardless of the number of students in band and/or Colorguard/Winterguard.

Article IV : **Officers**

A. Officers:
    1. Officers of The Belton Band Boosters shall consist of President, President-Elect, Secretary, and Treasurer. All officers will be required to have a student enrolled in a band class and/or Colorguard/Winterguard both fall and spring semesters during their term which ends on June 30th (fiscal year-end).
    2. Officers shall be elected by a majority vote of those members present at the regular April Meeting. They will assume their duties on July 1st upon completion of audit of the books.
    3. The outgoing officers will give assistance to newly elected officers during the transition and turn over pertinent information as outlined in Article V (Officer Duties).
    4. Officer positions are held by an individual and shall not have a co-chair position.
B. Vacancies:
    1. Vacancies occurring in any office shall be filled by a majority vote of those members present at the next regular meeting.

Article V : **Officer Duties**

A. The President shall:
    1. Guide and direct The Belton Band Boosters, presiding at all meetings: regular, special, and Executive Committee.
    2. Act as an "ex-officio", non-voting member of all committees, except the Nominating Committee. The President shall vote in the event of a tie.
    3. Perform other duties as pertains to the office of President.
B. The President-Elect shall:

1. Preside at meetings in the absence of the President and performs other duties as the President and the Executive Committee designate.
2. Succeed the President as an interim President should that office become vacant before the end of the regular term.
3. Assume the office of President at the end of his/her term as President-Elect.
4. Serve as the Parliamentarian at all regular, special and Executive Committee meetings.
5. Facilitate the Nominating Committee meetings/actions.

C. The Secretary shall:
1. Attend, record and present typed minutes at all regular, special and Executive Committee meetings. (The presiding officer shall appoint someone to record minutes in the absence of the secretary.)
2. Keep an up-to-date set of By-laws in the Secretary's Notebook.
3. Keep attendance records of all members present for all meetings and any other correspondence as directed by the President.
4. Maintain records of any committee meeting minutes provided by committee chairs.
5. Furnish previous meeting minutes to the Executive Committee for distribution one (1) week prior to regularly scheduled meetings.
6. Furnish and maintain an additional copy of all approved minutes, financial reports and By-Laws in a notebook, in the Band Directors office, open to the public and available for review by the membership.
7. Include a list of outgoing and incoming Officers in the minutes from the last meeting of the school year.
8. Be custodian of the post office box key and retrieve mail on a regular basis.
9. Review and date all mail prior to distributing to appropriate Executive Committee member.

D. The Treasurer shall:
1. Have custody of all funds of the organization as well as the computer and associated equipment and software.
2. Keep a full and accurate account of receipts and expenditures.
3. Make disbursements as authorized by the organization**,** the Executive Committee, or a special committee.
4. Make no unbudgeted disbursements without the approval of the membership. No disbursement will be made without an invoice or receipt.
5. Any disbursement by check must have two of the following signatures:
   a. President
   b. Treasurer
   c. President-Elect.
6. Ensure security by not allowing pre-signed checks by the President, Treasurer, or President-Elect.
7. Present a financial report including a complete and current bank statement at regular and any other meetings as requested by the Executive Committee.
8. Present a detailed financial report at the final meeting of the school year.
9. Provide copies of each said financial report to the Secretary to be included in the Secretary's and the Director's Notebook.
10. Serve as Chairperson of the Budget/Finance Committee.
11. Adjust budget in the event of a decrease in proposed income to include all budgeted items by the percentage of the loss of income. (For example: if concession stand income is down 10%, then all budgeted items will be decreased by 10%.)
12. Make financial records available to the Audit Committee:
    a. For an annual audit after final bills are paid on or before June 30th
    b. And at such other times as reasonably requested by the Audit Committee
13. Perform other duties as the office may require.

E. All officers shall maintain an updated notebook with all pertinent records for each respective position and shall convey this notebook at the end of their term to the newly elected officer.

F. Removal from office can occur in the event of a violation of these by-laws.

1. Should a member feel a violation has occurred, all notices of such violations must be submitted in writing.
2. Violation notifications can be received by any officer.
3. Upon receipt of the violation notice the Executive Committee has 60 days to establish a quorum to review the violation notification.
4. By a 2/3 majority vote, Executive Committee has the sole discretion to suspend an officer named in a violation notification until a recommendation vote can be held by the membership at a regularly scheduled meeting.
5. Suspension from officer duties includes but is not limited to: removal from bank account access and forfeiture of any booster property (keys, banking property, etc.)
6. If deemed necessary (through procedure), the committee can defer a recommendation for no more than 45 days following a review.
7. Once a final quorum is established, a resolution recommendation shall be passed by a 2/3 majority vote and be brought before the membership at the next regularly scheduled meeting.
8. A majority vote is required by the membership in attendance to pass a resolution recommendation.

Article VI : **Nominations**

A nominating committee shall:

A. Be convened at the October meeting from the members present.
B. Consist of an odd number of members with a minimum of three and a maximum of five members.
C. Nominate one candidate for each office and present these nominations at the March meeting, followed by election at the April meeting.
D. Accept additional nominations from the floor prior to the election.
E. Be facilitated by the President-Elect.
F. Remain functional for the remainder of the school year to aid in filling any vacancies that may arise during the year.

Article VII : **Elections**

A. Regular elections shall be by majority vote of members present at the time of the election (normally at the April meeting). Voting by proxy will not be allowed. In the event that
no nomination is proposed by the Nominating Committee or from the floor, the President will nominate a candidate to be voted on by the membership present.
B. The voting shall be by secret ballot unless there is only one candidate for the office, then a voice vote or show of hands may be used.

Article VIII : **Terms of Office**

The President and President-Elect will be introduced at the Band Banquet and may only serve a one year term beginning on July 1st. At the end of the one year term, the President-Elect assumes the role of President. The Secretary and Treasurer may hold terms of no more than two consecutive years.

Article IX : **Committees**

The Chairperson of any committee is required to be a voting member of The Belton Band Boosters. The Executive Committee, along with the Nominating Committee, will seek Chairpersons for the Standing Committees by way of nomination or by self-nomination. The following are standing committees: Budget/Finance, Chaperone, Communication/Publicity, Concession, Fundraising, Middle School Liaison, Nominating, Purchasing, Special Project/Spirit, Uniform, and Volunteer Committee. Special Committees may be empanelled as deemed necessary by the Executive Committee. Standing and Special Committees may be comprised of any number of voting and/or ex-officio members.

A. The Budget/Finance Committee shall:
    1. With input from the Chairs of Standing and Special Committees, develop an annual budget to be presented to the membership at the April meeting for review and approved by membership vote at the May meeting to take effect July 1st.
    2. Review financial statements being submitted.

3. Coordinate the annual audit.

B. The Chaperone Committee shall:
   1. In conjunction with the High School and Middle School Band Directors, ensure chaperones for all events away from Belton Independent School District property.
   2. Secure signed releases for each chaperone.
   3. Provide training and resource material (i.e. attendance rosters, bus numbers, etc.) for all chaperones.
   4. Be an active member of any meetings discussing programs/trips that require chaperones.

C. The Communications/Publicity Committee Shall:
   1. Be responsible for any PR related correspondence sent on behalf of the organization with necessary information provided by respective Committee Chairs.
   2. Ensure notices of events are furnished to news media.
   3. Notify members of scheduled events or meetings.

D. The Concession Committee shall:
   1. Be responsible for any concession stands/areas for which the organization has primary charge.
   2. Work with the Budget/Finance Committee to establish prices and adjust prices as changes in food costs require.
   3. Establish food "PARS" for perishable items (i.e., hot dog, barbeque sandwiches, sausage wraps, etc.)
   4. Oversee all matters pertaining to the operation of the concession stand; including menu development and pricing, product and equipment inventory, purchasing, and assignment of concession stand volunteer duties.
   5. With the approval of the Executive committee, create and coordinate sub-committees, sub-committee chairs, and volunteers needed to carry out necessary duties, including but not limited to:
      a. Overseeing concession operations during football games
      b. Overseeing concession operations during other special events as they are established over time
   6. Submit for approval of the membership those matters relating to concession, which may be deemed to have a significant impact on the operation, organization, or fundraising ability of any concession stand/areas for which the organization has primary responsibility.
   7. Maintain a Concession committee notebook to include all of the above and provide it to the newly appointed chair on July 1.
   8. Perform such other duties as may be prescribed in these By-laws or those assigned by the President.

E. The Fundraising Committee - All Fundraising, with the exception of the concession stands, will need to be for a specific purpose and with the approval of the band directors and the BISD administration.
   1. The Fundraising Committee shall:
      a. Develop ideas for specific fundraising.
      b. Be responsible for fundraising duties such as coordination of vendors, development of cost data, communication with parents and students, securing volunteers, gaining area business sponsorships, and communication with the PR Committee.
      c. Work with the Budget/ Finance committee to develop a budget for each fundraiser.
      d. Keep accurate records of any deposits and expenditures.
      e. Request receipts and invoices in a timely manner.
      f. Report activities during regular meetings and/or Executive committee meetings.

F. The Middle School Liaison shall:
   1. Help promote the organization to the Middle Schools
   2. Help coordinate volunteers from the Middle Schools
   3. Perform any other such roles as deemed necessary

G. Nominating Committee (See Article VI)

H. The Purchasing Committee shall:
   1. In conjunction with the Concession Committee, ensure a smooth running concession program by purchasing all food and supplies through coordination with vendors.

I. The Special Projects/Spirit Committee shall:
   1. Be responsible for developing and coordinating the following events: Parent Night, Band Banquet, TMEA Breakfast and any other event deemed necessary by the organization.
   2. Be responsible for developing spirit items for sale.

J. The Uniform Committee shall:
   1. Organize & coordinate uniform criteria with the band director and staff.
   2. Supervise the uniform committee for:
      a. Selection & training of uniform helpers
      b. Establish orderliness in the uniform room
      c. Assign uniforms; assisting in maintaining uniform care contracts
      d. Alteration of uniforms
      e. Uniform check-in
      f. Periodic reports to booster club members
K. The Volunteer Committee shall:
   1. Coordinate volunteers to assist in manning the concession stands for all events deemed necessary (i.e.; football games, marching competitions, UMHB games, Parent night, etc.).
   2. Obtain volunteers from both Belton High School and all Middle Schools.
L. Special Committees, such as By-Laws, Scholarship, etc., shall be established as deemed necessary by the Executive Committee
M. All Committees shall:
   1. Maintain a committee notebook to include all pertinent information regarding their duties and will provide this notebook to the newly appointed chair on July 1.
   2. Perform other duties as may be prescribed in these By-laws or those assigned by the President.

Article X : **Executive Committee**

Members include President, President-Elect, Secretary, Treasurer, Belton High School Director of Bands, and all Committee Chairs.

Article XI : **Meetings**

A. Regular Meetings
   1. Will be held on the 3rd Tuesday of the month at 6:30 PM of the following months: August, September, October, November, January, February, March, April, and May. Any changes to these scheduled meeting dates may be made by a vote of the Executive committee, (i.e. November meeting changed due to Thanksgiving).
   2. Will be announced to the membership in advance.
   3. Will be held in the Belton High School band hall.
   4. Will record attendance to include name of student, printed name of member, and signature of member.
   5. Will require a quorum of a minimum of ten members to include at least four Executive Committee members.
   6. Agenda items must be given to the President one week in advance. Any items not placed on the agenda will be tabled to the next regular meeting.
   7. Will include an order of business as follows:
      a. Establish that a Quorum is present as evidenced thru attendance records
      b. Obtain approval of previous regular meeting minutes
      c. Hear Treasurer's report
      d. Hear Committee Chair Reports
      e. Hear Directors Report
      f. Discuss Old Business
      g. Discuss New Business
      h. Program
      i. Adjournment
   8. No organization business requiring a vote from the general membership will be allowed by phone or email.
B. Executive Committee Meetings
   1. Shall meet in June, July, and any other times as deemed necessary throughout the year.
   2. Will record attendance and provide it to the Secretary to be maintained in the Secretary's Notebook.

3. Will require a quorum of two thirds of the existing members.
4. Will require a two thirds vote of the members present to pass.
5. No Executive Committee business requiring a vote will be allowed by phone. Email voting must meet quorum requirements and a 2/3 vote requirement. Printed records of the vote must be made available at the next General Meeting. Emails by Executive Committee members must "Reply To All" and must be maintained by the Secretary.

C. Special Meetings
1. Will be held to consider matters of a significant nature.
2. Will be advertised to the membership in advance.
3. Will record attendance and provide it to the Secretary to be maintained in the Secretary's Notebook.
4. Will require a quorum of a minimum of ten members to include at least four Executive Committee members.
5. Will require any votes taken to be passed by two thirds of the members present.
6. No organization business at Special Meetings requiring a vote can be done by phone or email.

D. Committee Meetings
1. Will be called by the Committee Chair at times deemed necessary according to their duties.
2. Will record attendance and provide it to the Secretary to be maintained in the Secretary's Notebook.
3. Will record minutes and provide them to the Secretary to be maintained in the Secretary's Notebook.

Article XII : **Audit**

The Budget/Finance Committee will coordinate the annual and any internal audits. The Committee will:

A. Propose a slate of candidates to perform the audit. These candidates will be voted on by the voting members. Candidates and/or their immediate family members shall not have been in charge of any financial activities during the time period of the audit. Candidates for the audit should be active members who have attended a minimum of two regular meetings in the past 12 months. Candidates cannot be members of the Budget/Finance Committee.
B. Include in their audit (at a minimum) verification that expenditures have been appropriated properly, identification of any expenditure over budgeted amounts, and verification of both disbursements and deposits for accuracy and appropriateness.
C. Determine if the financial control and procedures are being followed appropriately.
D. A report of the audit will be presented to the organization at the August Meeting and recorded into the minutes.

Article XIII : Standing Rules

A. Standing rules may be drawn up to regulate any matter deemed to require further regulation.
B. Standing Rules are adopted at the time a need arises, but must not conflict with the bylaws.
C. A Standing Rule is adopted by a majority vote at any business meeting without previous notice and continues in force until it is rescinded or amended.
D. Standing Rules can be amended by a two-thirds vote without previous notice or by a majority vote when prior notice has been given.
E. A Standing Rule can be suspended (through procedure) for the duration of any session.

Article XIV : **Roberts Rules of Order**

This organization shall be governed by the current edition of Robert's Rules of Order in all cases in which they are applicable and in which they are not inconsistent with these By-laws and any special rules or order the organization may adopt.

Article XV : **Parliamentarian**

The President-Elect of the organization shall function as the Parliamentarian and ensure that Robert's Rules of Order are followed during any meeting to include regular, Executive Committee, and special.

Article XVI : **Amendments**

A. These by-laws will be reviewed by the Bylaw Review Committee and reaffirmed every two years (during school years beginning with odd numbers, i.e., 07-08) by a majority vote at a regularly scheduled meeting of the organization.
B. These by-laws may be amended by a two-thirds vote of the attending members at a regular meeting provided these amendments are presented to the membership at the preceding regular meeting.
C. Voting on bylaw amendments may be held by secret ballot (through procedure).
D. Attending members (through procedure) may move to vote on amendments individually or collectively.

Article XVII : **Dissolution**

In the event of dissolution of the organization, any residual assets will be turned over to one or more organizations which themselves are exempt as organizations described in Section 501 (C)(3) of the Internal Revenue Code, or to the Federal, State, or local government for exclusive public purpose.

CONSTITUTION & BYLAWS
OF THE
BELTON BAND BOOSTERS
Amendment History

Amendments to the By-laws as proposed on 9/22/2009 and approved on 10/27/2009

A. The By-laws were restructured to have bullets that are numbered for easier referencing
B. Article IV Section A2 changes
   i. Currently reads: "They will assume their duties at or after the annual Band Banquet or the last regular meeting of the school year, whichever comes first"
   ii. Proposed to read: "They will assume their duties on July 1st upon completion of the audit of the books"
C. Article IV Section A4 changes
   i. Currently reads: "Officer positions are held by an individual and shall not be a co-chair position"
   ii. Proposed to read: "Officer positions are held by an individual and shall not have a co-chair position"
D. Article V Section B (President-elect) changes
   i. Currently has under President-elect: "Be custodian of the post office box key and retrieve mail on a regular basis"
   ii. It was suggested that the Secretary take this over so mail can be properly logged and distributed
   iii. This was removed from the President-elect's duties and moved under the Secretary's duties
E. Article V Section C (Secretary) observations
   i. It was stated that there needs to be a Band Director's copy of the Minutes located in their office in case anyone (particularly band parents) asks to see what transpired. It was found that a notebook did not exist; therefore, one was established.
F. Article V Section D (Treasurer) changes
   i. Discussed signature card requirements and why we now have three signatories on the bank account. It was to ensure the ability to write checks and pay our vendors promptly if one of the main signatories was unavailable
   ii. It was also stated that the Secretary did not sign the signature card; but merely had to sign an affidavit attesting to the validity of the other three officers.
   iii. The text of the By-laws currently reads: "Any disbursement by check must have the signatures of the President and Treasurer."
   iv. Proposed to read: "Any disbursement by check must have two of the following signatures: President, Treasurer, or President-elect"
   v. The bullet point directly below this also needs a modification. It currently reads: "Ensure security by not allowing pre-signed checks by either President or Treasurer."
   vi. Proposed to read: "Ensure security by not allowing pre-signed checks by the President, Treasurer, or President-elect."
   vii. Another of the bullet points under this Section currently reads: "Make financial records available to the Audit Committee as requested"

viii. Proposed to read: "Make financial records available to the Audit Committee:
    1. For an annual audit after final bills are paid on or before June 30th
    2. And at such other times as reasonably requested by the Audit Committee"

G. Article VIII (Terms of Office) changes
    i. Currently reads: "President and President-elect may only serve a one-year term beginning with introduction at the annual Band Banquet"
    ii. Proposed to read: "The President and President-elect will be introduced at the Band Banquet and may only serve a one-year term beginning on July 1st"

H. Article XII (Audit) changes
    i. The fiscal year was also discussed. There is a need to change when our fiscal year starts and ends. One reason is that changing it in mid-May puts a hardship on us paying the final bills for the school year as the bank account is frozen while the audit is taking place. During mid-May we are still paying bills and expenses incurred from both Band Banquet and Band-o-Rama. Another reason for the change was suggested by the CPA (Debra Hicks). She stated that it would be better to end at a quarter-end date (one of which is June 30th).
    ii. One of the bullet points under this Article currently reads: "A report of the audit will be presented to the organization at the May Meeting and recorded in the minutes"
    iii. Proposed to read: "A report of the audit will be presented to the organization at the August Meeting and recorded in the minutes"

I. Middle School Liaisons addressed
    i. There currently is no stipulation in the By-laws for the Middle School Liaisons.
    ii. It was motioned to have it added to the By-laws and that both BMS and LBMS liaisons should be committee chairs in their own right. The wording was suggested to be as follows, "to help promote the Band Boosters to the middle schools and assist with coordinating volunteers and any other roles as deemed necessary". The motion was seconded. A vote was called for and was passed. The section was written as Article IX Section F and all others sections were moved down to keep everything in alphabetical order. It reads as follows:"The Middle School Liaisons (one per Middle School) shall:
        1. Help promote the organization to the Middle Schools
        2. Help coordinate volunteers from the Middle Schools
        3. Perform any other such roles as deemed necessary"

Amendments to the By-laws as proposed on 8/17/2009 and approved on 8/17/2009

A. Article IX Section A1 changes
    i. Currently reads: "Will be held on the 4th Tuesday of the month at 6:30 PM of the following months: August, September, October, November, January, February, March, April, and May. Any changes to these scheduled meeting dates may be made by a vote of the Executive Committee (i.e. November meeting changed due to Thanksgiving)"
    ii. Proposed to read: "Will be held on the 3rd Tuesday of the month at 6:30 PM of the following months: August, September, October, November, January, February, March, April, and May. Any changes to these scheduled meeting dates may be made by a vote of the Executive Committee (i.e. November meeting changed due to Thanksgiving)"

Amendments to the By-laws as proposed on 1/30/2011 and approved on 1/30/2011 by the Executive Committee in order to meet application deadline for tax exempt status

A. Article II Addition of Section G (Required by the IRS to qualify for 501(c)(3) status)
   i. "To be 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 future federal tax code."

Amendments to the By-laws as proposed on 4/19/2011 as a result of a regular review of the By-Laws and approved on 5/17/2011 by the General Boosters

A. Article III Section B changes
   i. Currently reads: "Be open to adults with students currently enrolled in a band class"
   ii. Proposed to read: "Be open to adults with students currently enrolled in a band class and/or Colorguard/Winterguard"
B. Article III Section C changes
   i. Currently reads: "Have voting privileges if they have a student currently enrolled in a band class. Members shall have one vote per parent(s) or Guardian(s) with a maximum of two total votes regardless of the number of students in band"
   ii. Proposed to read: "Have voting privileges if they have a student currently enrolled in a band class and/or Colorguard/Winterguard. Members shall have one vote per parent(s) or Guardian(s) with a maximum of two total votes regardless of the number of students in band and/or Colorguard/Winterguard"
C. Article IV Section A1 changes
   i. Currently reads: "Officers of The Belton Band Boosters shall consist of President, President-Elect, Secretary, and Treasurer. All officers will be required to have a student enrolled in a band class both fall and spring semesters during their term"
   ii. Proposed to read: "Officers of The Belton Band Boosters shall consist of President, President-Elect, Secretary, and Treasurer. All officers will be required to have a student enrolled in a band class and/or Colorguard/Winterguard both fall and spring semesters during their term which ends on June 30th (fiscal year-end)"
D. Article IX Section D7 changes
   i. Currently reads: "Maintain a Concession committee notebook to include all of the above and provide it to the newly appointed chair in May."
   ii. Proposed to read: "Maintain a Concession committee notebook to include all of the above and provide it to the newly appointed chair on July 1."
E. Article IX Section F changes
   i. Currently reads: "The Middle School Liaisons (one per Middle School) shall:"
   ii. Proposed to read: "The Middle School Liaison shall:"
F. Article IX Section M1 changes
   i. Currently reads: "Maintain a committee notebook to include all pertinent information regarding their duties and will provide this notebook to the newly appointed chair in May."
   ii. Proposed to read: "Maintain a committee notebook to include all pertinent information regarding their duties and will provide this notebook to the newly appointed chair on July 1."
G. Article XI Section A3 changes
   i. Currently reads: "Will be held in the Belton High School band hall."
   ii. Proposed to read: "Will be held in the Belton High School with the location to be announced."

Amendments to the By-laws as proposed on 11/15/2011 by the Bylaws Review Committee as a result of a regular review of the By-Laws and approved on 2/28/2012 by the General Boosters

A. Article V Section E changes
   i. Currently reads: "All officers shall maintain an updated notebook with all pertinent records for each respective position and shall convey this notebook at the end of their term to the newly elected officer. Removal from office can occur in the event of a violation of these By-laws. The matter will be brought before the Executive Committee for review. After a quorum is established and a vote of 2/3 passed then it will be brought before the membership at a meeting for a vote."
   ii. Proposed to read: "All officers shall maintain an updated notebook with all pertinent records for each respective position and shall convey this notebook at the end of their term to the newly elected officer."

B. Article V Section F (NEW SECTION)
   i. Proposed to read: "Removal from office can occur in the event of a violation of these by-laws."
      1. Should a member feel a violation has occurred, all notices of such violations must be submitted in writing.
      2. Violation notifications can be received by any officer.
      3. Upon receipt of the violation notice the Executive Committee has 60 days to establish a quorum to review the violation notification.
      4. By a 2/3 majority vote, the Executive Committee has the sole discretion to suspend an officer named in a violation notification until a recommendation vote can be held by the membership at a regularly scheduled meeting.
      5. Suspension from officer duties includes but is not limited to: removal from bank account access and forfeiture of any booster property (keys, banking property, etc.)
      6. If deemed necessary (through procedure), the committee can defer a recommendation for no more than 45 days following a review.
      7. Once a final quorum is established, a resolution recommendation shall be passed by a 2/3 majority vote and be brought before the membership at the next regularly scheduled meeting for a vote.
      8. A majority vote is required by the membership in attendance to pass the resolution recommendation.

C. Article IX : Committees changes
   i. Currently reads: "The Chairperson of any committee is required to be a voting member of The Belton Band Boosters. The Executive Committee, along with the Nominating Committee, will seek Chairpersons for the Standing Committees by way of nomination or by self-nomination. The following are standing committees: Budget/Finance, Chaperone, Communication/Publicity, Concession, Fundraising, Middle School Liaisons (one per Middle School), Nominating, Purchasing, Special Project/Spirit, Uniform, and Volunteer Committee. Special Committees may be empanelled as deemed necessary by the Executive Committee. Standing and Special Committees may be comprised of any number of voting and/or ex-officio members."
   ii. Proposed to read: "The Chairperson of any committee is required to be a voting member of The Belton Band Boosters. The Executive Committee, along with the Nominating Committee, will seek Chairpersons for the Standing Committees by way of nomination or by self-nomination. The following are standing committees: Budget/Finance, Chaperone, Communication/Publicity, Concession, Fundraising, Middle School Liaison, Nominating, Purchasing, Special Project/Spirit, Uniform, and Volunteer Committee. Special Committees may be empanelled as deemed

necessary by the Executive Committee. Standing and Special Committees may be comprised of any number of voting and/or ex-officio members."

D. Article XIII : Standing Rules (NEW ARTICLE)
   i. Standing rules may be drawn up to regulate any matter deemed to require further regulation.
   ii. Standing Rules are adopted at the time a need arises, but must not conflict with the bylaws.
   iii. A Standing Rule is adopted by a majority vote at any business meeting without previous notice and continues in force until it is rescinded or amended.
   iv. A Standing Rule can be suspended (through procedure) for the duration of any session.

E. Article XV Section A changes
   i. Currently reads: "These by-laws will be reviewed/reaffirmed every two years (during school years beginning with odd numbers, i.e., 07-08) by a majority vote at a regularly scheduled meeting of the organization."
   ii. Proposed to read: "These by-laws will be reviewed by the Bylaw Review Committee and reaffirmed every two years (during school years beginning with odd numbers, i.e., 07-08) by a majority vote at a regularly scheduled meeting of the organization."

F. Article XV Section C (NEW SECTION)
   i. Proposed to read: "Voting on bylaw amendments may be held by secret ballot (through procedure)."

G. Article XV Section D (NEW SECTION)
   i. Proposed to read: "Attending members (through procedure) may move to vote on amendments individually or collectively."

Amendment to the By-laws as proposed on 04/17/2012, approved on 5/15/2012 by the General Boosters

A. Article IX Section J
   i. Currently reads: "The Uniform Committee shall:
      1. Maintain inventory.
      2. Arrange cleaning prior to issue and as needed throughout the year.
      3. Fit/issue the uniforms.
      4. Maintain and replace the uniforms.
      5. Maintain records of student uniform numbers issued and uniform care contracts."
   ii. Proposed to read: "The Uniform Committee shall:
      1. Organize & coordinate uniform criteria with the band director and staff.
      2. Supervise the uniform committee for:
         A. Selection & training of uniform helpers
         B. Establish orderliness in the uniform room
         C. Assign uniforms assisting in maintaining uniform care contracts
         D. Alteration of uniforms
         E. Uniform check-in
         F. Periodic reports to Booster Club members"

Amendment to the By-laws as proposed on 11/20/2012, approved on 1/15/2013 by the General Boosters

A. Article X: Executive Committee
   i. Currently reads: "Members include President, President Elect, Secretary, Treasurer, and all Committee Chairs"

ii. Proposed to read: “Members include President, President Elect, Secretary, Treasurer, Belton High School Director of Bands, and all Committee Chairs”