

BYLAWS
Of The
BRIGADE BAND BOOSTERS, Inc.
A GEORGIA NONPROFIT CORPORATION

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BY-LAWS
Of THE
BRIGADE BAND BOOSTERS, INC.

ARTICLE I- CORPORATE INFORMATION

Section 1.1 Name of Corporation.

The name of the Corporation is Brigade Band Boosters Inc. hereinafter referred to in these By-Laws as either the "Organization" or the "Corporation"

Section 1.2 Formation and Tax Status

- (a) **Formation.** On March 20, 2012, The **BRIGADE BAND BOOSTERS, INC.** was organized as a Georgia Non-Profit Corporation pursuant to the Georgia nonprofit Code.
- (b) **Tax Status.** The Organization shall comply with the requirements pursuant to IRS 501(C) (3), to qualify as a tax exempt corporation.

Section 1.3 Registered office and agent.

The Corporation shall designate a registered agent and registered office for service of legal process. The designated registered agent of the Organization shall be the then current Band Director. The physical address for the registered agent shall be located at Shiloh High School 4210 Shiloh Road, Snellville, Georgia 30039. These designations may be changed at any time. In the event the Corporation fails to make a designation, or a registered agent resigns without a new designation of a registered agent and office, then the President of the Corporation, and the President's address, are to be filed with the Georgia Secretary of State as registered agent and office of the Corporation until the Corporation makes some other affirmative designation. Exhibit A shall be updated from time to time as required to reflect the then current registered Office

Section 1.4 Principal and Other Offices

The principal office for the transaction of business of the Organization shall be located at such place as may be fixed from time to time by the Board of Directors. Exhibit A shall be updated from time to time as required to reflect the then current Principal Office.

ARTICLE II- PURPOSE and PROGRAM OBJECTIVES

Section 2.1 Purpose

The purpose of the Organization is to support and promote the interests of the Shiloh High School Marching Brigade; Concert Band; Jazz Band; Symphonic Band; Wind Symphony; Special Ensembles; Silver Lining Dance Club; Marching Band Color guard (collectively referred to as the "Band Program".) and to engage in charitable, civic, educational and social activities, and to engage in any lawful purpose or purposes for which a non-profit corporation may be organized under the Georgia Non-Profit Code, and consistent with maintaining tax exempt status under Sections 501 (c)(3) of the Internal Revenue code of 1986 or the corresponding provision of any future United State Internal Revenue Law. The Organization shall pursue a strategic approach to achieving its purpose, which shall initially include, but shall not be limited to the following objectives:

Section 2.2 Program Objectives

- (a) **Support the Band Director.** Support and assist the Band Director to develop, coordinate, and implement band related activities, programs and projects.
- (b) **Provide Supplemental financial support** To meet the portion of the Band Programs financial needs that are not otherwise provided by Gwinnett County. Including, but not limited to:
 - (i) Expenses related to auxiliaries of the band Program;
 - (ii) Non-school and extracurricular activities of the Band; including, but not limited to:
 - o Concessions
 - o Refreshments
 - o Banquets
 - o Recognition Awards and scholarships
 - o Proposed band activities/trips
 - o Transportation
- (c) **Increase Community Awareness, support and involvement in the Band Program and related activities.** Including, but not limited to:
 - (i) Promote and stimulate music education in the Shiloh community;
 - (ii) Initiate alliances and collaborations among community stakeholders (teachers, parents, schools. Businesses and other organizations) to foster relationships, enhance community awareness and involvement, and direct support for the band programs and activities.
- (d) **Provide and maintain a supportive learning environment that emphasizes taking personal responsibility, embracing leadership, fostering social interaction, Scholastic accomplishments while building musical skills and performance proficiency,** Including, but not limited to:
 - (i) Requiring students to take personal responsibility to be prepared and organized when participating in Band programs. And to embrace leadership opportunities when engaged in band related activities.
 - (ii) Simulating team spirit, camaraderie, fellowship, cooperation and mutual respect of other students participating in the band program
- (e) **Recognize the personal and scholastic accomplishments of exemplary students participating in the band program,** Including, but not limited to:
 - (i) Emphasizing to students the importance of maintaining outstanding academic records and recognizing Student's scholastic achievements
 - (ii) Develop strategic relationships with educators and the general public through innovative collaborations and alliances that foster opportunities for students seeking opportunities outside the band program to expand their music skills and education.
 - (iii) Recognize and reward the individual and collective talents of students participating in the band Programs through performances auditions, mentoring opportunities, and recognition of achievements through awards, internship and scholarships opportunities.

ARTICLE III – MEMBERSHIP

Section 3.1 Classes of Membership

The Three classes of membership along with their respective rights and obligations are as follows:

- (a) **Regular Membership** Regular Membership in the Brigade Band Booster Club shall be open to all parents/ guardians of Shiloh High School band students interested in the progress and development of the Band program. All members shall enjoy all privileges of membership including voting, making motions and holding office once financial commitments are satisfied.
- (b) **Associate Membership**. Membership may be extended to any of those in the community interested in the purpose of the organization. Associate members have all the privileges of regular members except voting and holding office. Members with Associate Membership may serve on the Board of Directors.
- (c) **Honorary Membership**. Honorary memberships are free memberships granted to individuals or other organizations on the recommendation of the Board of Directors or Executive Committee and approved by the Membership.

Section 3.2 Terms of Membership

All memberships shall run on an annual basis Beginning April 1st and running through March 31st. of the subsequent year.

Section 3.3 Member Dues

The cost of Member dues for students participating in the marching and symphonic/ concert band members shall be based on the organization's allocation of the approved budget among the Members to cover the expenditures for the appropriate school year and will cover parent/guardian regular memberships. The Membership Dues for each class of membership shall be updated annually and attached as an exhibit to these by-laws.

Section 3.4 Meetings

Meetings of the Members of the Organization are as follows:

- (a) **Regular Meetings**. Regular Membership business meetings shall be held with no fewer than four membership business meetings per school year, to be set at the beginning of each school year. The dates and times of these meetings will be determined by the Band Director, the Board of Directors and approved by the Membership.
- (b) **Special Meetings**. Special meetings of the members may be called by the President, Band Director or the Board of Directors for any purpose or purposes. The purpose of the special meeting shall be stated in the call. Except in the case of an emergency, at least one week's notice shall be given.
- (c) **Annual Meetings**. The March membership business meeting shall be the Annual Meeting, which shall be held for the purpose of electing officers in addition to addressing other organization business issues.

Section 3.5 Voting

Each Member of the Organization is entitled to vote and if present at a meeting shall be entitled to one vote upon each matter submitted to a vote at a meeting of the members. Matters which are submitted to a vote shall be determined by simple majority of the members present whom are entitled to vote.

Section 3.6 Quorum

A quorum at any regular or called membership meeting shall consist of those who attend and the President and Band Director.

Section 3.7 Location, Dates and Times of Meetings

- (a) **Location of meetings.** All meetings will be held in the SHS Band Room, unless otherwise designated.
- (b) **Dates and Times of Meetings.** The date and time of these meetings will be determined by the Band Director and Executive Committee.

ARTICLE IV – OFFICERS

Section 4.1 Officers

The officers of the Organization shall consist of a President, Vice President of Fundraising, Vice President of Administration, Treasurer and Secretary. **Election; Qualification; Term of Office**

- (a) **Election** The election of officers shall be held at the March meeting of the Organization.
- (b) **Qualification of Officers** To hold an elected position, one must be a Regular member in good standing.
- (c) **Term of Office** Officers elected shall take office at the beginning of the fiscal year through the end of the fiscal year to coincide with the planning and implementation of the following school year band program. Officers of the Organization shall serve for a term of two years, but may serve in the same office for up to two terms. An elected officer may resign at any time upon written notice to the Board of Directors

Section 4.2 Removal from Office; Filling Vacancies

- (a) **Removal From office.** An officer can be removed from office whenever in the judgment of the Board of Directors and/or Band Director an officer is found to be negligent in his/ her duties, whether morally, financially or in any way that might dishonor the Shiloh High Band or the school, or if the Board of Directors determines it is in the best interest of the Brigade Band Booster Club to have such Officer removed from office. The board may submit a recommendation to the members to have the Officer removed from office. The Officer may then be removed from office by a simple majority vote of a quorum of the Board of Directors.
- (b) **Filling Vacancies.** A vacancy occurring in any office because of death, resignation, removal or disqualification shall be filled by a person elected by a majority vote of the members of the Board of Directors and the approval of the Band Director, notice of such election having been given.

Section 4.3 General Duties of All Officers

- (a) All officers are required to:
 - (i) Perform the duties outlined in these by-laws and those assigned from time to time.
 - (ii) Attend membership, board and Executive committee meetings as necessary to ensure the organization's objectives are met.
 - (iii) Upon the expiration of the term of office or in case of resignation, each officer shall turn over to the president, without delay, all records, books, computer disks and or programs pertaining to the office within five days following the date at which their successors assume their duties; and shall return to the treasurer, without delay, all funds pertaining to the office with a full accounting.

Section 4.4 President

The president shall be responsible for overall coordination of the Executive Committee and for the general health of the Booster/Student/Staff relationships. The president shall be in communication with the Band

Director and all other officers of the Organization. She/he shall preside at the meetings of the Organization and enforce due observance of the Articles of incorporation and By-laws. Decide all questions of order, sign all official documents that are adopted by the Organization; and be an ex-officio member of all committees except the Nomination Committee. The President shall be responsible to ensure all members of the Executive committee are communicating effectively and coordinating their efforts appropriately, and representing the Organization at any required external meeting unless such representation has been otherwise delegated to another individual by the Executive committee. The President, in the general membership meeting, shall appoint a Nominating Committee. If necessary, the President shall appoint an Audit Committee to audit the books of the Organization at the end of the fiscal year. The President shall approve all check requests and sign off on monthly statements provided by the Treasurer. The President shall represent the Association at any meeting the Organization delegates him/her to attend. The President shall submit and present an annual report of all activities of the Organization at the end of the school year. The President shall be available for advice and counsel during the year following the completion of his/her term in office.

Section 4.5 Vice President - Fundraising

The Vice President-Fund Raising shall oversee revenue generation to assist in meeting the current year budget. He/ She is responsible for recruiting and managing volunteers and appointing committees to manage individual fund raising projects.

Section 4.6 Vice President-Administration and Programs

The Vice President- Administration shall be responsible for all internal communication and coordination of committees needed to assist the Band Director . He/ She is responsible for placing all approved documents, calendar notices, pictures and other approved information on the Shiloh Bands' website.

The Vice President - Programs will oversee other committees such as Chaperone, Hospitality, Uniform and Publicity.

Section 4.7 Treasurer

The Treasurer shall keep a full and accurate account of all receipts and expenditures of the Association having custody of all funds. The Treasurer shall make a full financial report annually to the Association and an interim Booster club report which shall include a beginning balance of the Association's accounts, itemized income, interest earned, itemized expenses and ending balance. The Treasurer shall receive all funds due the Association from the VP of Fundraising, receive concession stands funds at the close of each day of operation, issue appropriate receipts, be responsible for deposit of funds in a designated depository determined by the board and pay all bills upon authorization of the board.

Section 4.8 Secretary

The Secretary shall be responsible for Band Booster Meeting Minutes, maintain records of all pertinent Organization documents including but not limited to bylaws and resolutions, Student/Parent database, flyers for fundraisers and all external correspondence. This position serves as a support to the VP Administration. Secretary is responsible for composing bank letters authorizing signors on the account.

ARTICLE V—BAND DIRECTOR

Section 5.1 Principal Role of the Band Director

The Principal role of the Band Director is to advise the organization, and communicate the requirements, needs, and the strategic goals and objectives of the band programs and activities to facilitate communication. the Band Director shall serve as an ex-officio member of all committees.

Section 5.2 Certain Rights of the Band Director.

- (a) **Required consent and Approval of Band Director for certain Acts of Organization.** Given the Band Director's direct responsibility to Shiloh High School and to students participating in the band programs, any act of the Organization's activities directly relating to the Band Program shall be subject to the consent and approval of the Band Director. As a matter of convenience, the Band Director's approval of any plan of action shall be sufficient approval for all individual activities or actions expressly stated in the approved plan. The Band Director may, at his sole discretion, withhold his consent or approval.

Section 5.3 Obligations of the Band Director.

- (a) **Availability.** The Band Director shall commit sufficient time and make himself available to interact with and advise the organization as reasonably necessary to achieve the purposes set forth in these Bylaws and support the and participate in the organization
- (b) **Compliance.** The Band Director shall fulfill all his obligations for which the organization has received his consent and approval.

ARTICLE VI -BOARD OF DIRECTORS

Section 6.1 Governance and Powers of the Board.

- (a) **Governance** The business and affairs of the Corporation shall be managed by a governing Board, which is herein referred to as the "Board of Directors" or "Directors"
- (b) **Powers.** The Board of Directors shall have authority to manage the affairs and exercise the powers, privileges of the Organization as they may deem expedient for the interests of the Corporation, subject to the terms of the Articles of Incorporation, these Bylaws, and any that are not contrary to the Organization's Purpose.

Section 6.2 Responsibility of the Board

- (a) **Policy Development.** The Board of Directors shall be responsible to develop, oversee and monitor the policies governing the operations of the organization.
- (b) **Protection of the Organization's Assets.** The Board of Directors shall implement, maintain and monitor internal controls and procedures to ensure the bands assets and resources are used in compliance with these Bylaws and for the stated purposes of the Organization.

Section 6.3 Qualification and Number of Directors

- (a) **Qualifications of Directors.** Each Director shall be at least eighteen years of age. A Director must be a member of a Membership class that enables Members to hold office and such Member must be in good standing in the Organization
- (b) **Number of Directors.** The Board of Directors shall consist of the number of directors that represent all officers of the Organization, and all committee chair persons, if the total number of

officers and committee chairpersons equal an even number, an additional director shall be added so the total number of directors shall equal an odd number. In the event that a single individual serves as both an officer and chairperson on one or more committees, that individual shall be counted as one director for purposes of determining the number of directors serving on the Board. A listing of the directors shall be reflected on Exhibit A, attached to these bylaws and updated from time to time as necessary to reflect the current Directors of the Organization.

Section 6.4 Election and Tenure of Directors

- (a) **Election of Directors**. Each Director shall be elected by a simple majority vote of the Members
- (b) **Tenure of Directors**. Each director shall serve a two year term.

Section 6.5 Meetings

- (a) **The Board** of Directors shall determine the Dates and time of Board Meetings.
- (b) **A quorum** of Board shall be satisfied when at least 40 percent of the directors are present including the president and Band Director

Section 6.6 Voting

- (a) **Each director** shall have one vote on each matter to be decided by the board.

Section 6.7 Removal from Office; Filling Vacancies

- (a) **Removal From office**. Any director may be removed by a majority vote of the members entitled to vote at a meeting specifically called for the purpose of removing a director.
- (b) **Filling Vacancies**. Any vacancy occurring due to the death, resignation, removal or incapacity of a director may be filled by a quorum of the Member

ARTICLE VII -COMMITTEES

Section 7.1 Duties of Committee Chairpersons.

- (a) **Attendance of Meetings**.
- (b) **Return of materials at end of Term**. All standing committee chairman shall deliver to their successors or the president all official materials within fifteen (15) days following the date at which their successors assume their duties
- (c) **Reporting and Communications**.
- (d) **Proper Authorization**. All work performed by Committees shall be directly authorized by the Board or Executive Committee

Section 7.2 Executive Committee (Standing)

- (a) **Principal Function** The Principal function of the Executive Committee is to coordinate the implementation of the day to day business of the Organization.
- (b) **Committee Composition and Chair**. The Executive Committee shall consist of all the Officers of the Organization. The President shall serve as Chairperson.
- (c) **Powers**
 - (i) Coordinate activities of the organization and transact necessary business of the organization within the organizations guidelines and policies;
 - (ii) Approve payment of routine bills and disburse funds to cover Board authorized expenditures;
 - (iii) Review and approve the plans, budgets and work of the board Committees and:

- (iv) Approval for the preparation and execution of the fund raising activities.
- (d) **Responsibilities.**
 - (i) Develop and present report of the activity of the organization at Membership and Board Meetings.
 - (ii) Coordinate organizational activities with the Band Director regarding projects designed to benefit the Band Program.
- (e) **Manner of Acting.**
 - (i) Voting. All issues will normally be voice voted at Committee meetings scheduled by the majority vote of the Committee members with each member having only one vote per issue.
 - (ii) Meetings and voting can be conducted via meetings, email, telephone, or other means. All members must have an opportunity to directly participate in the business matters before the committee and the committee's results must be documented for purposes of communicating and reposting relevant information to the general board of directors and among other committees requiring such input.

Section 7.3 Finance Committee (Standing)

- (a) **Principal Function** The Principal function of the finance Committee is to support the Financial Analysis reporting and other functional requirements of the Treasurer.
- (b) **Committee Composition and Chair.** The finance Committee shall consist of the Treasurer, and at least two board members selected by the Treasurer. The Treasurer shall serve as Chairperson.
- (c) **Powers**
 - (i) Review and Approve Committee Budgets in compliance with the established financial guidelines of the organizations.
- (d) **Responsibilities.**
 - (i) Monitor organizational compliance with board approved financial controls
 - (ii) Maintain accurate records that accurately document all receipts, disbursements, including organizational and student account ledgers;
 - (iii) Prepare and present financial information as required by the Board, Executive Committee and general Membership.
 - (iv) Coordinate the preparation of all quarterly and annual federal tax returns
- (e) **Manner of Acting**
 - (i) **Voting.** As a committee formed to support the Treasurer, the treasurer shall have sole approval and vote on all matters presented or to be determined by the Committee
 - (ii) **Meetings** may be held via meetings, email, telephone, or other means decided by the committee

Section 7.4 Fundraising Committee (Standing)

- (a) **Principal Function** The Principal function of the Fundraising Committee is to seek and plan ways of raising necessary funds for operation of the programs and activities of the Organization

- (b) **Committee Composition and Chair.** The Fundraising committee shall be composed of the Vice President of Fundraising, Treasurer and at least two additional committee members. The Vice President of Fundraising shall serve as Chairperson.
- (c) **Powers**
 - (i) Review and Approve committee Budgets in compliance with the established financial guidelines of the organizations.
 - (ii) To appoint sub committees for specific fundraising initiatives
- (d) **Responsibilities.**
 - (i) The fund raising committee will work with the executive Committee and band director to coordinate fund raising activities that directly affect the income of the Organization;
 - (ii) . Prepare such reports of the Organization's Fundraisings as may be required from time to time by the Executive Committee and Board of Directors.
 - (iii) . Recruiting and managing volunteers to manage fund raising projects.
- (e) **Manner of Acting.**
 - (i) **Voting** As a committee formed to support the Vice President of Fundraising, the Vice President of Fundraising shall have sole approval and vote on all matters presented or to be determined by the Committee
 - (ii) **Meetings** The Committee may meet via meetings, email, telephone, or other means decided by the committee

Section 7.5 Membership Committee (Standing)

- (a) **Principal Function** The Principal function of the Membership Committee is to recruit and maintain records of members in Shiloh Brigade Band Boosters.
- (b) **Committee Composition and Chair.** The Membership Committee shall be composed of the Director of Membership, and at least two additional committee members. The Director of Membership shall serve as Chairperson.
- (c) **Responsibilities.**
 - (i) This committee shall keep an accurate record of all members
 - (ii) Maintain updated contact information for all Members and band students and submit Member contact List to the Board and committees as requested
 - (iii) Plan and implement the annual membership drive.
 - (iv) Promote fellowship for the organization among members.
 - (v) Gather and maintain contact information on all members
 - (vi) Develop a telephone team to contact Members to communicate band activities directly to members where necessary
 - (vii) Encourage members to support band activities and actively participate in the organization.
 - (viii) Report any sickness, death, or other hardships or calamities of the Members of the organization or Band programs to the organization for appropriate action.
 - (ix) Publish an annual Membership directory to facilitate communication among members.

Section 7.6 Band Advisory Committee (Standing)

- (a) **Principal Function** The Principal function of the Band Advisory committee is to advise and provide feedback to the organization regarding matters involving band programs and activities and the coordination of students in the organizations activities.
- (b) **Composition and Chair.** The Band Advisory Committee shall consist of the Band Director's staff appointees and up to three student section leader representatives at the Band Director's discretion the Band Director shall serve as Chairperson
- (c) **Powers** As a committee with the function of providing input and advice to the organization, the committee has not express power relative to the activities of the Organization

(d) **Responsibilities.**

(i) To assimilate and distribute organizational information to students participating in the band program.

(ii) To coordinate student volunteers as deemed appropriate by the Band Director

(e) **Manner of Acting.** Informal, as determined by the Band Director

Section 7.7 Programs Committee (Standing)

(a) **Principal Function:** To coordinate the activities of the standing and non-standing sub-committees that support the band. These subcommittees include and are not limited to:

- Uniform Sub-Committee
- Chaperone Sub-Committee
- Hospitality and Special Events Sub-Committee;
- Concessions Sub-committee

ARTICLE VIII– Advisory Board

Section 8.1 Function of the Advisory board

The principal function of the Advisory Board is to respond to the board request for advice of specific matters impacting the organization.

Section 8.2 Limitation of advisors

(a) **No Voting or participation in decision making** Advisory Board members shall have no vote on matters voted on by the Organization and shall not participate directly in the governance matters of the Organization.

Section 8.3 Obligations of Advisory Board members

Members of the Advisory Board shall have the right, but not the obligation, to attend regularly scheduled Board meetings. Notwithstanding, each member of the Advisory Board shall attend at least four (4) meetings over a calendar year.

ARTICLE IX– FINANCE

Section 9.1 Funding Requests and Authorization

- (a) **Request that is reflected in the Organization Budget.** All Funding requests expenditures that are reflected in the approved organization Budget must be submitted to the president for approval and presented to the Treasurer for payment.
- (b) **Request that are not reflected in the Organization Budget.** All Funding requests for expenditures that are not reflected in the approved organization Budget must be presented to the president and Band Director for compliance review.

Section 9.2 Receipt and Disbursements of Funds

(a) **Receipt of Funds**

(i) **Collected Funds.** All collected Member fees, profits and or donations from fundraisers or other receipts received by the organization from Committees or other parties will be

transferred to the Organization bank account not later than five (5) business days from the closure date that such funds are available.

- (ii) **Returned Checks.** If a check is return to the organization for insufficient funds, a \$25 service charge will be imposed.
- (iii) **Bank Account.** All monies received by the organization shall be held in a checking account in a local bank selected by the Executive Committee.

(b) Disbursements of Funds; Checks and Signature Requirements

- (i) **Disbursement of Funds.** Only funds properly authorized pursuant to Section above shall be presented to the Treasurer for disbursement with appropriate documentation.
- (ii) **Checks.** Checks drawn on the Organization's bank account may be signed by one of three approved signors.
- (iii) **Special Restriction on Disbursements.** All funds raised under the auspices of the Organization shall be disbursed only to the benefit the Organization's activities and band programs in compliance with the policies and procedures set forth by the Board of Directors and in no event, shall any funds be disbursed in a manner that would cause the Organization to forfeit its non-profit status or violate these Bylaws or the Organization's rules and regulations.

Section 9.3 Annual Budget; Reporting

- (a) **Annual Budget.** The Executive Committee will coordinate the preparation of an annual budget which shall be approved by simple majority of regular members.
- (b) **Reporting.** At the direction of the Executive Committee or the Board, the Treasurer shall prepare such financial reports and provide such financial information on request.

Section 9.4 Fiscal Year

The fiscal year for the Organization is April 1st to March 31st

ARTICLE X - INDEMNIFICATION

Section 10.1 General Indemnification

No Director of the Corporation shall have any personal liability to the Corporation or its members for monetary damages, for breach of duty of care or other duty, provided that this provision shall not limit or eliminate the liability of any Director for (a) any appropriation in violation of his/her duties, or any business opportunity of the Corporation; (b) acts or omissions which involve intentional misconduct or a knowing violation of law; or (c) any transaction from which the Director derived an improper personal benefit.

ARTICLE XI- AMENDMENTS

Section 11.1 Amendment by the Members

These and future By-laws may be amended or repealed by the simple majority vote of the Members at any Membership meeting, provided written notice of such proposed action shall have been given in the call for such meeting at least 2 weeks prior to the called meeting.

Section 11.2 Inconsistencies with the Articles of Incorporation

If any provisions of these existing By-laws shall be found to be inconsistent with any provisions of the Articles of Incorporation, as presently existing or as from time to time amended, the Articles of Incorporation shall constitute the controlling authority.

Section 11.3 Dissolution

In the event of dissolution, the residual assets of the organization will be turned to one or more school organization which themselves are exempt as organization, described in Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future Internal Revenue Code.

The undersigned certifies the foregoing By-laws have been amended from the adopted 8/14/12 By-laws of the Organization/ Corporation, in accordance with the requirements of the Georgia non Profit Code.

The name was officially changed February 26, 2014 to the **BRIGADE BAND BOOSTERS, INC.**

Date Adopted: 2/26/2014.

Diana Muldrow, President & Chairman

ATTEST:

Meta Alexander, Corporate Secretary

ARTICLE XII- EXHIBIT-Listing of Directors; Officers; Committee Chairs & Coordinators

[Exhibit updated as of March 31, 2014]

Section 12.1 Listing of Officers and Members of the Board of Directors

Name	Capacity	Reports to	Term Begin	Term End
Diana Muldrow	President	Board	4/1/14	3/31/16
Angela McDowell	Vice President Fundraising	President & Board	10/31/12	10/31/14
Donna West	Vice President Admin & Chair of Programs Committee	President & Board	4/1/14	3/31/16
Vallise Bolding	Vice President Programs	President & Board	4/1/14	3/31/16
Vivian Stevens	Treasurer & Finance Committee Chair	President & Board	4/1/13	3/31/15
Meta Alexander	Secretary	President & Board	4/1/14	3/31/16
Barrett Alexander	Chair of Band Advisory Committee	N/A Band Director operates in Advisory Capacity		
Kathy Vaughn	Uniform Coordinator	VP Admin or Programs Chair	4/1/14	3/31/15
Tracy Swift	Chaperone Coordinator	VP Admin or Programs Chair	4/1/14	3/31/15
Jeanine Lewis	Concession Coordinator	VP Admin or Programs Chair	4/1/14	3/31/15
Marcelle Hinkson	Hospitality & Special Events Coordinator	VP Admin or Programs Chair	4/1/14	3/31/15
Angel Cain	Fundraising Committee Chair	VP Fundraising	10/31/12	3/31/14

Section 12.2 Registered Agent and Registered Address

Section 12.3 Listing of the Advisory Board

Advisor Name	Term Begin	Term End
Carlton Muldrow	April 2014	March 2013
Roy Sutliff	April 2014	March 2013
Rev Tim Hinds	April 2014	March 2013
Latonda Milner	April 2014	March 2013

Section 12.4 Listing of the Committee Chairs

[Exhibit updated as of March 31, 2014]

Section 12.5 Listing of Officers and Members of the Board of Directors

[Exhibit updated as of March 31, 2014]

Section 12.6 Listing of Officers and Members of the Board of Directors 2023-2024

(Exhibit updated as of April 1, 2023)

<u>Name</u>	<u>Capacity</u>	<u>Reports to</u>	<u>Term Begins</u>	<u>Term Ends</u>
Ingrid S. Brown	President	Board	4/1/2023	3/31/2024
Shana M. Whyte	Vice President	President & Board	4/1/2023	3/31/2024
Lisa Brown	Treasurer	President & Board	4/1/2023	3/31/2024
Cherisse Cain	Secretary	President & Board	4/1/2023	3/31/2024
Kaletheia Hubbard	Parliamentarian	President & Board	4/1/2023	3/31/2024
David Dukes, Jr.	Chair of Band Advisory Committee	N/A Band Director Operates in Advisory Capacity		