

AMENDED AND RESTATED BYLAWS STRATFORD CHOIR BOOSTER CLUB

Effective May 15, 2023

ARTICLE I – NAME

The name of this Organization shall be the Stratford Choir Booster Club (“Booster Club”).

ARTICLE II – PURPOSE

The purpose of the Organization is to benefit the students of the Stratford High School Choir program by providing support to the students, their Director, and to the School when necessary, and to engage in any other lawful business consistent with the non-profit status of the organization.

The Organization is organized exclusively for educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under sections 501 (c) (3) of the Internal Revenue Code, or corresponding sections of any future federal tax code.

No part of the net earnings of the Organization shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that the Organization shall be authorized and empowered to pay reasonable compensations for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II herein. No substantial part of the activities of the Organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Organization shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these articles, this Organization shall not except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Organization.

Upon the dissolution of the Organization, 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 so disposed of shall be disposed of by the Court having appropriate jurisdiction in the county in which the principal office of the corporation 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 purposes.

ARTICLE III – USE OF NAME

Section 1

The Organization shall be noncommercial, nonsectarian and nonpartisan.

Section 2

Neither the name of the Organization nor the names of any members in their official capacities shall be used to endorse or promote any commercial concern or in connection with any partisan interest or for any purpose not appropriately related to promotion of the objectives of the Organization.

Section 3

The Organization shall not – directly or indirectly – participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office.

ARTICLE IV – MEMBERSHIP

Section 1

Membership in the Organization is open to any adult who supports the purpose of this Organization.

Section 2

The membership dues of the members of the Organization shall be set by the Board and shall be payable on the anniversary date of each member’s respective membership each year.

ARTICLE V – FISCAL ADMINISTRATION

Section 1

The Fiscal Year of the Organization shall begin on the first (1st) day of June and shall end on the thirty-first (31st) day of May.

Section 2

A petty cash fund of One Hundred Dollars (\$100.00) or less shall be maintained by the Treasurer. Properly documented receipts must be presented for reimbursements.

Section 3

All monies, except the petty cash fund, received by the Organization shall be held in a checking account, money market or certificate of deposit in a local bank.

Section 4

Fundraising checks must be made out to “Choir Booster Club” for all of the organization sponsored fundraising activities and events (*Note: a report of gross and net receipts will be supplied to the Choir Director(s) on an annual basis.)

Section 5

A thorough review of the financial records of the Organization will be conducted in May of each year and the results will be presented by the Treasurer or his or her delegee at the Annual Meeting.

ARTICLE VI – BOARD OF DIRECTORS

Section 1

The Board of Directors of the Organization shall consist of the Elected Officers of the organization, the Principal (or designated Assistant Principal), and the Choir Directors(s) of Stratford High School. The elected officers shall be a President, Vice President - Activities/Programming, Vice President - Fundraising, Vice President - Communications, Secretary, Treasurer, and Wassail Chair(s). Married couples may be elected and share an office. (Duties of each Elected Officer are listed in Article VII.)

Section 2

All members of the Board of Directors must be members in good standing of the Organization.

Section 3

The Board of Directors shall be allowed to carry on the business of the Organization with a minimum of five (5) members of the board. The Board of Directors may authorize any officer or officers to enter into any contract of agreement on behalf of the Organization.

Section 4

A Board member may delegate a committee chair to attend board meetings to vote on his/her behalf.

Section 5

All resignations must be in writing to the Secretary and vacancies may be filled by appointment of the President with ratification of two-thirds (2/3) of the Board of Directors.

Section 6

The Head Choir Director of Stratford High School will have veto power over any actions directly involving the students of the Stratford High School Choir, including but not limited to, actions involving student trips, fundraising events, student performances, etc.

Section 7

The Head Choir Director of Stratford High School will be the final authority on all educational and artistic issues concerning the management of the Stratford High School Choir.

ARTICLE VII – DUTIES OF OFFICERS

The duties of the officers of the Organization are as follows:

1. **PRESIDENT**
 - A. Call all meetings and preside over same
 - B. Appoint and dismiss all committees
 - C. Supervise all business of the organization
 - D. Coordinate membership
 - E. Coordinate communication
2. **VICE PRESIDENT-ACTIVITIES/PROGRAMMING**
 - A. Assist the President and preside in the President's absence
 - B. Chair the Nominating Committee
 - C. Coordinate Choir activities and events
3. **VICE PRESIDENT-FUNDRAISING**
 - A. Chair the Fundraising Committee and coordinate fundraising activities
 - B. Supply the Treasurer with a final report of gross and net receipts of each fundraiser
4. **VICE PRESIDENT-COMMUNICATIONS**
 - A. Maintain Booster Club website, social media and other communications functions
 - B. Notify Booster Club members of key events and meetings
5. **SECRETARY**
 - A. Keep the minutes of all meetings

- B. Retain copies of all committee reports and officers' reports
 - C. Conduct all delegated correspondence
6. **TREASURER**
- A. Receive and disburse all monies of the Organization
 - B. Keep accurate records of all monies of the Organization
 - C. Present a statement at each regular meeting of the Organization's Balance Sheet and a Year-to-Date Profit and Loss Statement against the Fiscal Year Budget and/or any other relevant financial documents
 - D. Present a Financial Statement at the Annual Meeting bearing the signatures of the Treasurer and the President
 - E. Supply a report of gross and net receipts of fundraisers to the Choir Director(s)
7. **WASSAIL CHAIR(S) – up to two (2) positions**
- A. Plan the Wassail Dinner and Concert collaborating with the Choir Director(s).
 - B. Coordinate the date, time, number of guests, seating/table arrangement, and menu with the venue.
 - C. Procure and direct volunteers for set up, break down, dinner for students and musicians, etc.
 - D. Create concert program and publicity materials

ARTICLE VIII – NOMINATIONS

Section 1

A Nominating Committee of at least three (3) members in good standing shall be appointed by the Board of Directors. The Committee may have more than three members but must consist of an odd number. The Head Director of the Stratford High School Choir or the Principal (or designated Assistant Principal) of Stratford High School are standing members of this committee. The Vice-President - Activities/Programming shall be the Chairman of the Nominating Committee. Said committee will present a slate of Officers, which has been made up from members of the Organization or a feeder school, to the general membership at the Annual Meeting in May. Nominations from the floor will also be accepted at that time.

Section 2

All Nominees for the office of President shall have been a member of the Organization for at least one (1) year.

ARTICLE IX – ELECTIONS

Section 1

The names of the nominees for officer positions shall be emailed or sent to every member of the Organization at least two weeks prior to the Annual Meeting.

Section 2

Officers will be elected by a majority vote of the members of the Organization at the Annual Meeting in May.

Section 3

Officers shall serve for a term of one year.

ARTICLE X – MEETINGS

Section 1

Regular Meetings: the Organization shall have three (3) yearly regular meetings scheduled for August/September, mid-year (between December and March), and May. Additional regular meetings can be scheduled as necessary.

Section 2

Annual Meeting: The regular meeting in May shall be designated as the Annual Meeting. At this meeting, the officers and committee chairs shall provide an end-of-the-year report, and the election of officers for the following school year will occur. Other items of business prescribed by the by-laws will be conducted. The time, date, and place of the annual meeting shall be posted in the Stratford High School Choir Calendar and the general membership shall be notified of said meeting by email or letter.

Section 3

Special Meetings: The President or five (5) Board Members may call a special meeting upon the request of twenty percent (20%) of the membership. The business at the special meeting must be confined to that business for which said meeting was called.

ARTICLE XI – SCHOLARSHIP COMMITTEE

Section 1

When sufficient funds exist, the Organization will award at least two (2) annual college scholarships, two (2) voice lesson scholarships, and two (2) All State audition camp scholarships.

Section 2

A Scholarship Committee of at least three (3) former members of the Organization shall be appointed by the Board of Directors for purposes of selecting recipients of scholarships awarded by the Organization. The Committee may have more than three members but must consist of an odd number.

Section 3

Current choir students whose families are members of the Organization may apply for the scholarships by a date to be set annually by the Board of Directors. Applicants will be reviewed by the Scholarship Committee based on their involvement with choir, the Directors' assessment, academics, and other SHS and community extracurricular activities. The Scholarship Committee will award the scholarships at or before the Annual Meeting.

ARTICLE XI – REVIEW AND AMENDMENTS OF BY-LAWS

Section 1

The By-Laws will be reviewed as necessary by a committee appointed and chaired by the President of the Board.

Section 2

Recommended revisions to the By-Laws must be made available to the Booster Club members at least one week prior to the Annual Meeting.

Section 3

Any revisions to the By-Laws may be approved by a simple majority of the members present at the Annual Meeting.

Section 4

The Principal (or designated Assistant Principal) and the Head Choir Director of Stratford High School retain veto power on any changes to the By-Laws. This right may not be changed by a simple majority of the Booster Club membership.