

CONSTITUTION AND BYLAWS
OF THE
BLOOMINGDALE HIGH SCHOOL
CHORUS BOOSTERS INC.
BLOOMINGDALE HIGH SCHOOL
VALRICO, FLORIDA

ARTICLE I- NAME

The name of this organization shall be “Bloomington High School Chorus Boosters, Inc.” The organization is a Florida not-for-profit corporation.

ARTICLE II- PURPOSE

The objectives of this Corporation shall be to lend all possible support, morally, financially, and physically to the vocal programs of Bloomington High School. The Corporation will limit its activities, other than as an insubstantial part of its activities, to exempt purposes set forth in Section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding section of any future federal tax code.

ARTICLE III- POLICIES

1. This corporation shall cooperate with the policies established by the school administration and School Board of Hillsborough County. This corporation shall not seek to direct the administrative activities of the school or to control its policies.
2. This corporation shall cooperate and support the policies of the Choral Director.
3. Bloomington High School Chorus Boosters, Inc. is an inclusive organization designed to support the entire Bloomington High School related activities and does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our students, board members, volunteers, subcontractors, vendors, and clients.

ARTICLE IV- MEMBERSHIP AND DUES

1. Membership in the corporation shall be active or honorary. All parents of students involved in the chorus program are automatically granted honorary membership.
 - a. Families with multiple students in the same household are covered with a single-family membership.
2. Dues must be paid to be an active member vs honorary member
3. All teachers and parents of students at Bloomington High School are eligible for active membership. Any person or persons other than parents of Bloomington High School

students, who are interested in the music program of said school, may become an active voting member upon paying dues. The Executive Board shall set the annual dues.

ARTICLE V- OFFICERS

The elected officers must be active members of the corporation and shall be President, First Vice President, Second Vice President, Third Vice President (optional), Secretary and Treasurer.

ARTICLE VI- DUTIES OF OFFICERS

1. The **President** shall preside at all meeting of the corporation, appoint all committee chairpersons, with the approval of the Board Members, and shall be an Ex Officio member of all committees.
2. The **First Vice President** shall assume all duties of the President in his/her absence and shall assist him/her at all times. The First Vice President also oversees appointed committees.
3. The **Second Vice President** oversees appointed committees and shall assume duties assigned by the President.
4. The **Third Vice President** oversees appointed committees and shall assume duties assigned by the President.
5. The **Secretary** shall record minutes of each regular General Membership meeting and perform such other duties as pertain to that office. Minutes of the Executive Board shall be recorded by the Secretary and read presented at the next regular Executive Board meeting. The Secretary shall maintain job descriptions of each Committee Chair to be distributed to incoming Committee Chairs at the August Executive Board meeting
6. The **Treasurer** shall:
 - a. Receive all funds due the Corporation and deposit same with the bank designated by the Executive Board.
 - b. Prepare an annual budget with the assistance of the Choral Director which will be presented to and approved by the Executive Board prior to the beginning of each school year.
 - c. All expenditures shall be paid by check, signed by the Treasurer or the President, or by debit card to be kept in the possession of the Treasurer or President with receipts submitted to the Treasurer, in accordance with the approved budget, or as authorized by the Executive Board. The Treasurer shall file all receipts and keep an account of all receipts and expenditures and shall make a report at each Executive Board meeting.
 - d. Maintain a ledger reflecting an account balance for each student as a way to record money allotted to the individual student for fundraising activities.
 - e. The records of the Treasurer shall be open at all times for inspection by any member of the Executive board. At the termination of the term of office or annually, all funds of the organization shall be turned over to the Treasurer's successor and the books shall have been reviewed.

- f. The Treasurer's reports will be available for review and approval at each executive/general meeting. At any time, the board and/or school district may request a proof of audit to reflect transparency.
- g. The Corresponding Secretary shall be responsible for publicity, communication with parents, and other correspondence of the Association.

ARTICLE VII- EXECUTIVE BOARD

1. The Executive Board shall be comprised of the Elected Officers, Choral Director and the immediate past President of the corporation.
2. The Executive Board shall designate time and place of all meeting and shall have general supervision of all affairs of corporation.
3. The Ex Officio member of the Executive Board shall be the Principal of the School. Ex Officio members shall serve in an advisory capacity and shall not have a vote on Board matters.

ARTICLE VIII- MEETINGS

1. The regular meeting of corporation shall be held two times each year, one meeting in the fall and one in the spring, at a date and time designated by the Executive Board. Additional meeting may be held at the Board's discretion. Notice of all meeting will be sent out at least ten days before the said meetings.
2. Meetings of the Executive Board can be prior to General Membership meetings
 - a. The Executive Board will meet monthly during the school year at a date and time designated by the Executive Board.
 - b. Individual Executive Board members are expected to fulfill job duties as described in these Bylaws. Board members failing to fulfill such job responsibilities are subject to review by the Board. The Board member in question will be given the opportunity to provide information at the review

ARTICLE IX- STANDING COMMITTEES

1. The executive Board of corporation shall determine the Standing Committees and their duties.

ARTICLE X- QUORUM

2. Majority of members of the Executive Board shall constitute a quorum.
3. The active membership present shall constitute a Quorum of the corporation.

ARTICLE XI- ELECTIONS

1. The Executive Board shall appoint a Nominating Committee. The Nominating Committee shall make its report at the Membership Meeting by written bulletin of notification prior to the general election. After the report of the Nominating Committee, nominations may be

made from the floor, provided the consent of the nominee has been secured, and all nominees must be elected from the active membership.

2. Annual meeting for the election of officers shall be held during the month of April. Newly elected officers will take office at close of the May meeting.
3. A majority vote of the active members present shall be considered a bona fide election.
4. A ballot box shall be available at the final General meeting for voting.

ARTICLE XII- VACANCY

1. A vacancy occurring in any office shall be filled for the unexpired term by a person appointed by the Executive Board.
2. A vacancy occurring in a Committee Chair shall be presented to the General Membership to allow interested parties to come forward for the Executive Board to consider.

ARTICLE XIII- ADMENDMENTS

1. All proposed amendments to the Constitution and Bylaws shall be presented to the Executive Board for consideration.
2. The Executive Board shall present any approved amendment to the General Membership for consideration at a regular membership designated by the Board.
3. The constitution and Bylaws may be amended by the majority vote of the active Members present at the designated meeting.
4. Amendments can be made via the Director in accordance with School District Policy & teacher contract/code of ethics without vote.

ARTICLE XIV – DISOLUTION CLUASE

1. Upon dissolution and termination of corporation for any reason, the officers shall take full account of the assets and liabilities, and shall liquidate the assets and shall apply and distribute the proceeds there from the following order:
 - a) To the payment of the debts and liabilities of the corporation.
 - b) To the establishment of any reserves that the officers may deem reasonable or necessary for the purpose of paying any unforeseen liabilities or obligations of the corporation.
 - c) In the event that the High School does not qualify for funds or does not exist at the time of dissolution and termination of corporation, the remaining balance shall be disposed of exclusively for such purposes or to such 501(c)(3) organizations or government agencies as may be determined by court order.
 - d) The balance remaining shall be distributed to Bloomindale High School for the purpose of program development directly related to the enrichment of the Choral and/or Music 501(c)(3) program. This can be given to any one organization and/or a percentage of all.
2. Each of the members shall be furnished with a statement prepared by corporation setting forth the assets, liabilities, and the distribution upon complete liquidation. Upon compliance with the foregoing terms and manner of distribution, Bloomingdale High School Chorus Boosters, Inc shall cease.