

OWATONNA MARCHING BAND BOOSTER CLUB
CONSTITUTION AND BYLAWS
9824890

ARTICLE I — NAME

The name of this corporation shall be OWATONNA MARCHING BAND BOOSTERS (OMBB)

ARTICLE II — PURPOSE

The purpose of the organization shall be to support school marching band programs in Owatonna, MN, while fostering pride, leadership, community service, and fundraising amongst the student body and community. This organization shall assist these programs in reaching their goals for the marching band program. It shall provide financial support to the marching band program as deemed necessary by the marching band director(s) and provide assistance for marching band activities as requested.

This corporation is organized exclusively for charitable, religious, or educational purposes as specified in Section 501(c)(3) of the Internal Revenue Code, 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 the corresponding section of any future federal tax code.

Upon the dissolution of the corporation, assets of the corporation 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.

The activities of the organization shall not conflict with the policies of the Owatonna Public Schools.

ARTICLE III – MEMBERSHIP AND VOTING

There shall be such number of Directors, not less than five nor more than nine.

Directors may be elected and/or approved by the Board of Directors at any meeting.

The term of office of each Director shall be one year (or until the end of the respective term of his/her predecessor if the Director was elected to succeed a person who shall not have completed the one year term) and until the election and qualification of his/her successor.

Any Director may resign at any time by giving written notice to the President, the Secretary, or the Board of Directors. Such resignation shall take effect at the time specified there in. If any Director should tender his/her resignation to take effect at a future time, the Board of Directors shall have power to elect a successor to take office at such time as the resignation shall become effective.

Any Director may be removed by a vote of three-fourths of all Board of Directors at a special meeting of the Board of Directors called for that purpose.

Any vacancy resulting from resignation, removal, or any other cause may be filled by the Board of Directors at any meeting there of.

The Directors shall receive no compensation.

Sponsorship of OMBB is open to any person who is interested in supporting the progress and development of the marching arts in the community.

Membership shall consist of marching band parent(s) or legal guardian(s) who have paid the fees associated with their child(ren) being in marching band.

Membership dues shall be decided by the current OMBB Board of Directors each year, at the recommendation of the Director of Marching Band.

Marching Band students may not have membership in the OMBB.

Only current board members shall be eligible to vote.

There shall be no proxy voting.

ARTICLE IV – FISCAL YEAR AND MEETINGS

The fiscal year of the organization shall be July 1 through June 30 of the following year.

Regular meetings of OMBB shall be held once a month September through July. A standard day of the week and week of the month shall be chosen by vote each September for the current school year. A change of any monthly meeting's date shall be properly posted at least two weeks in advance.

Special meetings may be called by the president of OMBB or the presiding officer with notice properly posted at least twenty-four (24) hours prior to the special meeting. Such notice shall include the purpose of the special business meeting, and only this purpose shall be discussed at the meeting.

The regular meeting in October shall be the annual election of officers for the following school year. Officers will be elected by a majority vote of the OMBB Board of Directors.

The Executive Committee may conduct the ordinary business of the Owatonna Marching Band Boosters as approved by vote of the Board of Directors.

ARTICLE V - OFFICERS

The executive committee of OMBB will consist of the following: President, Secretary, Treasurer.

The term of office shall be one year and will coincide with the fiscal year, July 1 through June 30. There is no limit to the number of terms a member may run for or serve as an officer.

Officers shall receive no compensation.

A vacancy occurring in any office shall be filled, for the remaining portion of the current term, by an election at a regularly scheduled meeting.

The President shall preside at all OMBB and Executive Board Meetings, appoint special committees, subject to the direction and approval of the Board of Directors. The President shall serve as ex-officio member of all committees. Additionally, the president shall:

- a. Coordinate the work of the officers and committees to stay in focus of the purpose of this organization.
- b. Call meetings, as he or she deems necessary with 24 hours notice by phone or e-mail, or website to the general membership and/or the Executive Committee.
- d. Preside at all meetings of the organization.
- e. Be authorized to sign on bank accounts.

The Secretary shall record all proceedings of the meetings and the Executive Board and shall:

- a. Handle all correspondence.
- b. Send emails to membership.
- C. Update and keep current information on website.
- D. Keep a current copy of the by-laws.
- E. In the absence of the President, the Secretary shall conduct the meeting.

The Treasurer shall collect all dues and care for the OMBB funds, keep accurate records of deposits and payments, submit a financial report at each meeting, and an annual report at the close of the fiscal year. Additionally, the treasurer shall:

- a. Prepare procedures for purchases of goods and/or services and authorize disbursement of funds.
- b. Have custody of all funds of the association.
- c. Keep books of account and records, including bank statements, receipts, budgets, invoices, paid receipts, and cancelled checks, for five years.
- d. Make disbursements as authorized by the President, Executive Board, or membership of the organization.
- e. Sign on bank accounts.
- f. Submit books for auditing as requested.
- g. Ensure all appropriate state and federal tax forms are filed.

ARTICLE VI - COMMITTEES

OMBB shall create committees as needed, such as fundraising, food, chaperones, trailer up keep, uniforms, public relations, equipment, etc.

The Executive Committee appoints all committee chairs. All committees shall be under the authority of its chairperson who is under the authority of the Executive Committee and the Board of Directors.

ARTICLE VII – AMENDMENTS

This Constitution may be amended by a three-fourths vote of the Board of Directors present if any amendment is presented in writing and read at the previous regular meeting. The Board must be notified of the amendment at least two weeks prior to the date of the meeting in which the vote to amend is to be taken.