

Winnetonka Band Parents Association By-Laws

These Bylaws reflect the amendments approved by the regular February meeting, 20 February 2007.

Article I. Name and Address

Section 1: The Organization shall be known as the Winnetonka Band Parents Association, hereafter referred to in these Bylaws as the Association.

Section 2: The Association's mailing address shall be as follows:

Winnetonka High School
Department of Instrumental Music
5815 NE 48th Street
Kansas City, MO 64119

Article II. Purpose

The purpose of the Association is to enhance the opportunities for Winnetonka High School students to further their knowledge, skills, and appreciation of all forms of instrumental music.

The Association is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. The Association has a fiscal year beginning July 1 and ending June 30.

Article III. Membership

Section 1: Membership in the Association shall include parents and/or guardians, as well as others who show strong interest in supporting the Association. Those individuals not currently having students enrolled in the instrumental music program of Winnetonka High School shall be known as Associational Members. Those individuals shall be entitled to all privileges of membership excluding voting rights and/or the eligibility to hold an office in the Association.

Section 2: Members shall enjoy voting privileges in all matters brought before the general membership for decision. They shall also be eligible for elective appointed officers in the Association.

Section 3: Qualified persons seeking membership shall be accepted upon making application to the Association's Secretary.

Section 4: All members shall serve at the pleasure of the Association and can be removed by a

simple majority vote. Reinstatement shall also be at the pleasure of the Association and shall be decided by a simple majority vote upon petition. Acceptance of membership is acceptance of all conditions imposed by these Bylaws.

Article IV. Affiliations

Section 1: Affiliations may be established with other groups of similar purpose to gain advantage of programs, etc., for students of the instrumental music programs at Winnetonka High School.

Section 2: Affiliations may be established or terminated by a simple majority vote of the Association's members.

Article V. Officers

Section 1: The officers of the Association shall be the President, First Vice President, Second Vice President, Secretary, Treasurer, and Webmaster. Members may jointly hold any office.

Section 2: The President shall preside over all the Association meetings, develop agendas, create and dissolve committees as needed, and appoint and remove committee chairpersons when appropriate. The President will be an ex-officio member of all committees and represent the Association in meetings with other organizations and groups.

Section 3: The First Vice President shall act in the absence of the President, and shall assume all duties of the office if the Presidency becomes vacant until the office is filled by a vote of the membership. The First Vice President shall assume responsibility of all fund raising activities of the Association.

Section 4: The Second Vice President shall be responsible for all food concessions of the Association and will keep a full and accurate record of all expenditures and revenue generated from concession activities.

Section 5: The Secretary shall serve as recorder of all Association meetings. Duties shall include, but are not limited to, recording of minutes, keeping Bylaws, distribution of minutes, agenda, and written meeting notices. The Secretary shall establish and maintain a permanent record of all Association activities.

Section 6: The Webmaster is responsible for the Association's web page and the e-mail distribution. The duties include but are not limited to maintaining the web address, keeping and maintaining an e-mail list of all current band parents and an e-mail list of alumni students and alumni parents.

Section 7: The Treasurer shall have the custody of all funds, keep a full and accurate account of all receipts and expenditures, and make disbursements as authorized by the Association's Executive Board. The withdrawal of monies from the treasury's account shall require the

signature of both the Treasurer and the President of the Association. A financial statement shall be provided by the Treasurer at each meeting of the membership or more often as directed by the President. An audit of the treasurer's account shall be conducted annually.

Section 8: Officers shall be elected to one (1) year terms. Nominations shall be made in the regular February meeting and election shall occur at the regular May meeting by a majority of the members present, due notice of the meeting and intent being given. Vacancies during term shall be filled until the next election by a majority vote of the membership.

Article VI. Executive Board

Section 1: The Executive Board of the Association shall consist of the elected officers, chairpersons of all standing committees, and the Director of Instrumental Music at Winnetonka High School. Board members shall serve until the election and qualification of their successors.

Section 2: The Executive Board shall set policy and establish priorities for the Association. It will review all proposals, make recommendations, and approve the work of any committee before it is undertaken. The Board further has the authority to act on behalf of the Association in all matters deemed appropriate, including the expenditure of monies. All actions taken by the Executive Board shall be affirmed by a majority vote of all board members.

Article VII. Committees

Section 1: There shall be four (4) standing committees: Fundraising, Communications, Transportation and Alumni/Friends. Other Committees shall be established as needed to fulfill the Association's purpose.

Section 2: The Fundraising Committee shall assist the First Vice President in establishing fundraising programs that meet the needs of the Association.

Section 3: The Communications Committee shall establish programs to publicize the instrumental music programs at Winnetonka High School and raise the awareness and support of the community for the students enrolled in the program. The Communications Committee shall also assist the Webmaster in maintaining and developing the Association's website and e-mail distribution.

Section 4: The Transportation Committee shall assist the Director of Instrumental Music in the transportation of Winnetonka instrumental music groups and their equipment to scheduled performances.

Section 5: The Alumni/Friends Committee shall work with interested alumni students, alumni parents and friends of the Winnetonka instrumental music programs in the special projects created by the Association to further its stated purpose.

Section 6: Service on committees is open to all members according to interest. Service on more than one (1) committee is encouraged.

Section 7: Committees are limited in the activities they can perform on behalf of the Association by the wording found in Article VI, Section 2 of these Bylaws.

Article VIII. Meetings

Section 1: Regular meetings of the Association's general membership shall be held as scheduled by the Board for the year, but shall be held at least quarterly in the months of February, May, August and November of each year. Special meetings may be called at the discretion of the President or upon request of five or more of the Association's members. All members of the Association shall be notified in advance of any scheduled special meeting and any changes or cancellations. Roberts Rules of Order shall be followed unless inconsistent with any provisions of the Association's Bylaws. A quorum shall be defined as those members present at any regular or special meeting. Such members shall have the authority to transact business in accordance with the Association's Bylaws.

Section 2: Executive Board meetings shall be held on a regular basis at the pleasure of the Board members. Actions of the Board shall be reported and presented before the next regular meeting of the Association's membership.

Section 3: All committees shall meet as necessary at the pleasure of their chairpersons. Actions of all committees shall be recorded and presented before the next regular meeting of the Association's membership.

Article IX. Inurement

No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered.

Article X. Legislative or Political Activities

No substantial part of the Association shall be carrying on propaganda or otherwise attempting to influence legislation and the Association shall not participate in or intervene (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Article XI. Operational Limitations

Notwithstanding any other provisions in these articles, the Association shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions

of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States internal Revenue Law).

Article XII. Dissolution Clause

Upon the dissolution of the Association, the Board of Trustees shall, after paying or making provisions for the payment of all liabilities of the Association, dispose of all the assets of the Association exclusively for the purposes of the Association in such manner, or to such organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association is then located, exclusively for such purposes of such organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Article XIII. Amendments

Section 1: Any member of the Association may propose an amendment to these Bylaws by submitting the proposal in writing to all active members no less than three days and no more than 30 days prior to a regular meeting. Distribution via e-mail to all parents of active students shall constitute proper notification.

Section 2: A proposed amendment shall be adopted if it receives the affirmative vote of a majority of the members present at the next regular meeting immediately following the distribution of the proposed amendment as described in Section 1.

Article XIV. Miscellaneous

Section 1: Expenses for the Director of Instrumental Music and the Assistant Director(s) for any extended trip taken by the Band shall be equally divided among the trip participants. An extended trip shall be defined as any trip not funded by the North Kansas City School District.

Section 2: There may be a returned check fee assessed to anyone that has a check returned for insufficient funds. The fee assessed will be equal to the amount charged to the Band Parent Association account. Any future checks from individuals incurring insufficient funds charges may be accepted on a case-by-case basis. Otherwise, future money due from said individuals must be paid by cash, money order or cashier's check.

Section 3: When items are distributed for fundraising events, it will be necessary for each student or parent to sign a form assuming financial responsibility of said items. Money must be turned in for these items if the items are not returned to the Band Parents. If neither money nor

fundraising items are returned, the student's parent(s) will be notified and the student account will be debited. Any future deposits into the student account will be used to cover this debt until it is satisfied. This could result in the student's ability to participate in trips if there are not adequate funds in the students account to cover the cost of the trip.

Section 4: The Band Parent Association Board shall be allowed to distribute up to \$500 for the repair of band instruments, which is not covered by the budget, as deemed necessary by the board.