

**BYLAWS OF LAKE HIGHLANDS AREA CHOIR
BOOSTER CLUB, INC.**

A NONPROFIT CORPORATION

ARTICLE 1

OFFICERS

Principal Office

- 1.01 The Principal office of the corporation in the State of Texas shall be located in the City of Dallas, County of Dallas.

Registered Office and Registered Agent

- 1.02 The corporation shall have and continuously maintain in the State of Texas a Registered office, and a registered Agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be identical with the principal office of the corporation in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

ARTICLE 2

MEMBERS

Classes of Members

- 2.01 The corporation shall have one (1) class of members. The designation of such class and the qualifications and rights of such class shall be as follows:

Members

- 2.02 Membership shall be available to parents of guardians, faculty members, patrons and supporters of the Lake Highlands High School, Lake Highlands Freshman Center, Lake Highlands Junior High School, and Forest Meadow Junior High School Choirs. Membership shall be on a family basis and only one membership shall be available to a family (whether husband wife jointly, a single parent or an individual). Such membership may be in the name of one or both parents, one of the parents or an individual.

Voting Rights

- 2.03 Each membership shall be entitled to one vote on each matter submitted to a vote of the members.

ARTICLE 3

MEETINGS OF MEMBERS

- 3.01 There shall be three (3) regular meetings each year which will be held in the fall, winter~ and spring in the Choir Room of the high school or other meeting place designated by the President or on such other dates as the Board of Directors may select. Proper notification of the time and date of each meeting will be given. The meeting in the spring of each year shall be the Annual Meeting.
- 3.02 Special meetings may be called by the President at such time as occasion demands with proper notification of the membership.
- 3.03 Robert's Rules of Order shall prevail unless otherwise stated in these Bylaws.

ARTICLE 4

BOARD OF DIRECTORS

- 4.01 The affairs of the corporation shall be managed by its Board of Directors.

Number, Tenure, and Qualifications

- 4.02 The number of Board Members shall be a minimum of fifteen. Each Board member shall hold office until the next annual meeting of members and until his or her successor shall have been elected and qualified.

Composition of the Board of Directors

- 4.03 The Board of Directors of the corporation shall consist of the officers of the corporation and Choral Director of Lake Highlands High School.

Quorum

- 4.04 A quorum of the Board of Directors must be present to transact business. Nine Board members shall constitute a quorum.

Voting Rights

- 4.05 Each Board member shall be entitled to one vote on each matter submitted to a vote of the Board of Directors.

ARTICLE 5

OFFICERS

- 5.01 The corporation shall have a President, Vice-President-Membership, Two Vice-Presidents – Newsletter/Publicity, Treasurer, Assistant Treasurer, Secretary, Parliamentarian, Vice-President from Lake Highlands Freshman Center, Vice-President from Lake Highlands Junior High, Vice-President from Forest Meadow Junior High and Chairman of the John Stallings Scholarship Review Panel. ***All officers must be members of the Lake Highlands Area Choir Booster Club.***

Nominating Committee, Election and Term of Office

- 5.02 There shall be a Nominating Committee elected by the Board of Directors at the winter meeting. Elections shall be by plurality. The committee shall be composed of seven (7) members. No member shall automatically serve on this committee because of his office on the Board. The committee shall elect its own chairman immediately following the meeting. The nominating committee shall nominate one member in good standing for each office and report its nominees at the regular spring meeting, at which time additional nominations may be made from the floor. The nominating committee report shall be available to the general membership at least ten (10) days before the election meeting. New Board members shall be elected by the general membership at the regular spring meeting and shall serve for a term of one year. Standing committee representatives may be appointed as needed.

Vacancies

- 5.03 The Board of Directors shall make appointments to fill any vacancies for the unexpired term of office.

President

- 5.04 The President shall preside at all meetings of the corporation and of the Board of Directors. He shall be an ex-officio member of all committees, except the nominating committee.

Vice-President - Membership

- 5.05 The Vice-President - Membership shall preside in the absence of the President. Duties shall include membership recruitment and records

Vice~ President ~ Newsletter/Publicity

- 5.06 The Vice-President-Newsletter/Publicity shall be responsible for publicizing activities and accomplishments for the choirs using student talent whenever possible.

Secretary

- 5.07 The Secretary shall keep the minutes of all meetings and handle all correspondence for the Corporation.

Treasurer

- 5.08 The Treasurer shall have custody of all funds belonging to the Corporation, shall expend funds in accordance with Article 8, secure an annual audit of the corporation's books and file reports as required by regulatory agencies.

Parliamentarian

- 5.09 The Parliamentarian shall maintain a position of impartiality and therefore not vote on any question except in the case of a ballot vote. He shall attend all meetings of the association and shall advise on matters of parliamentary procedure when requested. All by-law procedure is to be over seen by this person.

Individual Vice-Presidents representing Lake Highlands Freshman Center, Lake Highlands Junior High School, and Forest Meadow Junior High School

- 5.10 The individual Vice-Presidents representing Lake Highlands Freshman Center, Lake Highlands Junior High School, and Forest Meadow Junior High School shall attend all meetings and be a liaison between the schools and the High School. Each will be the head of his/her individual school and be responsible for carrying out directives from the Booster Club. In cooperation with the choral director of each feeder school, Vice-Presidents shall make appointments for standing committees as needed.

Chairman of the John Stallings Scholarship Review Panel

- 5.11 The John Stallings Scholarship Review Panel will consist of a chairman, two members in good standing, one teacher from one of the feeder schools, and one teacher representative. They shall be responsible for obtaining and reviewing applications~ interviewing and selecting scholarship recipient(s). The panel shall maintain a position of impartiality and fairness. All information provided would be held in confidence

ARTICLE 6

COMMITTEES

- 6.01 The following standing committee representatives may be appointed as needed for Lake Highlands High School, Lake Highlands Freshman Center, Lake Highlands Junior High School and Forest Meadow Junior High School, 1)Fundraising, 2) Social, 3)Uniforms, 4) Communication/Telephone, 5) Volunteer Services and 6) Alumni Liaison. Other committees may be formed as needed.

ARTICLE 7

DUES

- 7.01 The annual dues payable to the corporation by the membership shall be **\$15.00** per family. **Five dollars (\$5.00)** per family dues shall go to the General Operating Account. The remainder shall be allocated to the respective school fund/funds. **Sustaining** memberships of **\$10.00** shall go to the General Operating Account. Changes in dues will be determined by a vote of the general membership.

ARTICLE 8

FUNDS

Distribution of Funds

- 8.01 No part of the corporation's funds shall incur to the benefit of any individual. The Treasurer is authorized to expend funds for all budgeted items voted on and approved by the General Membership. Non-budgeted expenditures require approval of the President, Treasurer and the Choral Director. Upon dissolution, all assets of the corporation shall be allocated by the Board of Directors and donate to the Choir Fund Budget of the respective school.

GIFTS

- 8.02 The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or devise for the general purpose or for any special purpose of the Corporation.

ARTICLE 9

SEAL

9.1 There shall be no Seal of the Corporation.

ARTICLE 10

AMENDMENTS TO BYLAWS

10.01 These Bylaws may be amended or revised at any regular meeting of the Corporation by a two-thirds vote of the members present and voting. Notice of the proposed amendment or revision in the Bylaws shall be provided in writing to the membership of the corporation at least one week prior to the day of the meeting at which such a vote is to be taken.

ARTICLE 11

FISCAL YEAR

11.01 The fiscal year of this corporation shall begin July 1 and end June 30.

11.02 An audit shall be conducted at the end of the fiscal year.

11.03 The audit report shall be adopted by the corporation.

Article 6.01 (bold print) amended September 4~ 2001

Article 7.01 (bold print) amended May 6, 20002

Michael O'Hern, LHHS Choral Director

Lisa Oliver, President

Lesia Russo, Parliamentarian