

## **Article I Name**

Section 1 The name of this organization shall be the Farmington High School Music Patrons.

Section 2 The principal office shall be located in Farmington, Michigan or vicinity thereof, at the discretion of the President.

Section 3 The fiscal year shall run from July 1 to June 30.

## **Article II Purpose**

Section 1 To support and help the Farmington High School Music Director

Section 2 To stimulate interest in and to promote instrumental music in the public school of the community, namely, Farmington High School.

Section 3 To assist students in the instrumental music programs achieve their musical goals.

Section 4 To develop the resources of the community in support of the instrumental music programs.

## **Article III Affiliation**

Section 1 This organization shall be non-partisan and non-sectarian; it shall wholly abstain from any political affiliations. Nothing in this section shall prohibit this organization from supporting, endorsing, or opposing public issue or question.

Section 2 All endorsements and/or resolutions, which indicate the support of this organization, must receive a 2/3rds vote of the Executive Board present and voting at the time of the motion.

## **Article IV Membership**

Section 1 Active parents of current instrumental music students of Farmington High School, interested friends of music at Farmington High School, and the music directors are eligible for membership

## **Article V Government**

Section 1 The management and responsibility of this organization shall be vested in the Executive Board, subject to the will of the General Membership.

Section 2 Funds of this organization shall be withdrawn from the bank or banks with which they are on deposit by two signatures or with the President, Vice President, or the Treasurer as directed by the Executive Board of the General Membership.

Section 3 The Treasurer shall be bonded.

Section 4 The management of this organization is subject to the State of Michigan General Corporation Act of 327 and related statues (as relating to non-profit corporations) and Roberts Rules of Order Newly Revised. Said Corporation is organized exclusively for charitable purposes, including, for such purposes, the making of

distributions to organizations that qualify as exempt organizations under Section 501 ( C ) (3) of the Internal Revenue Act of 1954.

## **Article VI Meetings**

Section 1 All monthly meetings are open to the membership.

Section 2 Special meetings may be called by the President as specified under Michigan General Corporation Act 327 of 1931, as amended by Act 140 P.A. of 1974 and Act 11 P. A. of 1976, pending notification of the Executive Board.

Section 3 Notice of meetings shall be described by Act 140 P.A. of 1974 and Act 11 P.A. of 1976.

## **Article VII Elections**

Section 1 At the March meeting, the President shall appoint a Nominating Committee of not less than three (3) members. The appointed members must be contacted and agree to serve on the nominating committee.

Section 2 The Nominating Committee shall, at the April meeting submit recommendations to the Executive Board.

Section 3 Nominations may be made from the floor at the Spring Banquet or at the May meeting, whichever was approved for the elections by the Executive Board.

Section 4 Members of the Nominating Committee shall not be eligible to be named to any office by the action of the Nominating Committee.

Section 5 A nominee for any office must be a member of the organization; have a child registered in Farmington High School and in the instrumental music program for the upcoming school year.

Section 6 The President shall fill all vacancies on the Executive Board by appointment, subject to the approval of the Executive Board.

Section 7 All students interested in holding a Student Trustee position should notify the Directors. The Directors will make their selections by the September meeting.

Section 8 Election of officers shall take place at the Spring Banquet or at the May meeting, dependent upon the approval of the Executive Board.

## **Article VIII**

Section 1 The officers of this organization shall be:

- A. President
- B. Vice President
- C. Recording Secretary

D. Corresponding Secretary

E. Treasurer

Section 2 The President may appoint an Administrative Assistant who:

- a. shall have a voice but no voting privileges
- b. be subject to approval by the Executive Board
- c. may audit the financial records
- d. may assist in any legal matters

Section 3 Terms of office commence on June 1 and expire May 31 of the next year for all officers.

## **Article IX Duties of officers**

Section 1 The President shall:

- A. Preside over meetings.
- B. Co-ordinate and work closely with the Principal, Music Directors, students, and Music Patrons to maintain harmony and good relationships.
- C. Work closely with officers and chair people on all projects.
- D. Strive to maintain a high level of education for the instrumental music programs.
- E. Assign duties to offices and members as necessary.
- F. Appoint committees as necessary.
- G. Hold a pre-fiscal budget meeting with the Executive Board.
- H. Be the liaison for Music Patrons to all community, Board of Education, and school booster meetings.

Section 2 The Vice President shall:

- A. Fulfill the duties of the President in his/her absence.
- B. Work harmoniously with the organization, individual members, students and committees.
- C. Perform all other duties as assigned.

Section 3 The Recording Secretary shall:

- A. Record accurately all minutes of the Farmington High School Music Patron's meetings.

- B. Provide copies of minutes at the following month's meeting.
- C. Maintain history of this organization.
- D. Perform all other duties as assigned.

Section 4 The Corresponding Secretary shall:

- A. Receive all correspondence and handle accordingly.
- B. Send letter/correspondence from President/Officers as required.
- C. Send sympathy cards, best wishes etc., as required.
- D. Perform all other duties as assigned.

Section 5 The Treasurer shall:

- A. Maintain and keep financial records of this organization.
- B. Pay bills and debts only as approved in the budget.
- C. Obtain bank card for signatures.
- D. File financial statements as required by Michigan State and the Internal Revenue Service.
- E. Provide record of financial status to membership at every meeting.
- F. Perform all other duties as assigned.

## **Article X Executive Board**

Section 1 The Executive Board shall be composed of the 5 officers, 5 trustees, 3 student trustees, and the instrumental Directors of Farmington High School.

Section 2 A quorum for transaction of business at the monthly Music Patron's meetings shall be a simple majority of the Executive Board.

Section 3 Any routine business of the organization reviewed at the monthly meetings shall be approved by a simple majority of the quorum.

Section 4 The term of office for the five (5) trustees will commence on June 1 and expire on May 31 of the next year.

Section 5 The five (5) Trustees shall:

- A. Serve on the Executive Board.
- B. Perform all other duties as assigned.

Section 6 The three (3) Student trustees shall:

- A. Serve on the Executive Board.
- B. Perform all other duties as assigned.

Section 7 The Farmington High School Directors shall:

- A. Serve on the Executive Board.

Carry out their duties in their contract with the Farmington Board of Education.

## **Article XI Committees**

Section 1 Standing and Special Committee Chairpersons shall be appointed by the President subject to the approval of the Executive Board.

Section 2 Members of the Standing and Special Committees shall be appointed by the Committee Chairperson.

Section 3 The President and Vice President shall be ex-officio members of all committees.

Section 4 The Standing Committees are:

- A. Apparel
- B. Bingo
- C. Bottle and Can Drives
- D. Candy Sales
- E. Flags and Decals
- F. Fruit Sales
- G. Fundraising
- H. Grocery Coupons
- I. Hospitality
- J. Newsletter
- K. Pit Crew
- L. Props
- M. Publicity
- N. Scholarships and Awards

- O. Scrip
- P. Student Wear/apparel
- Q. Tag Days
- R. Trailer
- S. Uniforms
- T. Volunteers
- U. Website

## **Article XII Authority to Bind**

Section 1 No member of this organization shall contract for or incur any debt or enter into any agreement or otherwise obligate this organization except by authorization of the Executive Board.

Section 2 No debt, agreement or pledge shall be made by this organization for a period more than one (1) year of its inception; any existing agreement or pledge can only be tended by the newly elected Executive Board and the General membership at the time of expiration of said one (1) year.

## **Article XIII Removal from Office**

Section 1 Any officer or trustee may be removed from office upon missing three (3) consecutive meetings. The removal action must be placed on the agenda for the next meeting and the person in question notified. Said removal shall be by 2/3rds majority vote by the Executive Board.

Section 2 Any officer or trustee can be removed from office for failure to fulfill duties of the said office or conduct detrimental to the best interest of this organization. The removal action must be place on the agenda for the next meeting and the person in question notified. The general membership has to be notified by the newsletter or a letter fifteen (15) days prior to the meeting. Said removal shall be by 2/3rds majority vote by the Executive Board.

Section 3 Any empty position shall be appointed by the President and Approval by the Executive Board.

## **Article XIV Policy.**

Section 1 Policies pertaining to this organization shall be established by the Executive Board as necessary.

## **Article XV Amendments**

Section 1 The by-laws may be amended by 2/3rds vote of the Executive Board present at any meeting provided written notice of the proposed action, including a copy of the exact motion or by-laws change to be voted upon, has been presented at a previous meeting.

## **Article XVI Dissolution**

Section 1 All assets, real and personal, will be distributed to a qualified tax-exempt organization in accordance with 501 ( C ) (3) of the Internal Revenue Code of the United States.

## **Article XVII**

Section 1 No part of the net earnings of the Corporation shall inure to the benefit, or be distributable to its members, trustees, officers or other private persons, except that the Corporation 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 and Article V hereof. Notwithstanding any other provision of these Articles, a Corporation shall not carry on any other activities not permitted to be carried on (a) by Corporation exempt from Federal Income Tax when Section 501 ( C ) (3) of the Internal Revenue Code of 1954 or (b) by a Corporation, contributions to which are deductible under Section 170 (2) of the Internal Revenue Code of 1954.

## **Article XVIII**

Section 1 All by-laws as amended will have the latest date of revision.