

Waterville Music Boosters By-Laws  
Adopted June 2012  
Revised October 5, 2022

Article 1

Name

The name of the organization will be the "Waterville Music Boosters."

Article 2

Address

The address of this organization is:  
Waterville Music Boosters  
PO Box 253  
Waterville, NY 13480

Article 3

Purpose

To promote and foster the development in the Waterville Central School District an appreciation of music, including but not limited to the support of the school district music department groups and activities.

Article 4

Corporation Status

The Music Boosters is a not-for-profit organization. No capital stock has ever been issued, none is outstanding, nor will any be issued.

Article 5

Membership

- Membership will be from September 1 - August 31
- Members will not be assessed dues
- Membership in the Waterville Music Boosters is open to any parent or guardian of a child who is participating in any music program at Waterville Central School and to all others interested in promoting music activities at Waterville Central School.
- The secretary shall maintain a list of active members, arranged alphabetically with each member's contact information. Active members are those who have signed and turned in their membership form.
- Duties of the membership will be as follows: to provide support to the Music Department and all Music Booster activities including but not limited to volunteering and raising funds, electing the Officers, and assisting and approving the development of Music Booster activities.
- Only active members have voting rights.
- Officers and high school music department faculty will select chaperones for summer trips with member input based on meeting attendance and active participation.

Article 6

Officers

The officers of this club shall be: President, Vice-President, Secretary, Treasurer, and Student Accounts Treasurer. All officers shall serve a term of one year. There will be no limit as to how many times an officer can serve consecutively in any position. Waterville Music Directors may not serve as officers.

- The President will:
  - Preside at all meetings of the organization Act as executive officer
  - Perform all duties usually associated with the office Enforce a strict observance of the by-laws
  - Oversee the summer trip
  - Create meeting agendas and share with the Secretary to distribute as decided at a prior
- The Vice-President will:
  - Shall assume all the duties of the President in his/her absence
- The Secretary will:
  - Generate and maintain a current list of all members of the organization Keep track of member attendance
  - Draft all correspondence and, if necessary, have it reviewed by the officers before mailing. Keep a file of all correspondence sent out and received.

Find someone to take minutes in their absence  
Send minutes to the webmaster after meetings for posting to the website

- The Treasurer will:
  - Be custodian of all funds for the organization
  - Keep accurate records of all income and disbursements Pay all invoices for approved activities
  - Present a summary financial report at each monthly meeting
- The Students Account Treasurer will:
  - Maintain student's personal spending accounts (AKA Moola Account). Confirm the treasurer's account reports.

## Article 7 Meetings

The Boosters will meet once each month with possible meetings added as needed. There will be no regular meeting in the months of July and August.  
The newly elected officers will meet in July or August to transition before the first meeting of the academic year in September.  
Any items requiring a vote will be passed with the majority of those present at each meeting. Any votes concerning the distribution of money will be done by vote at a monthly meeting, unless secret ballot receives two motions.

## Article 8 Elections

Elections for officers will take place during the regular meeting in June. Officers will assume their position at the first meeting in September.

## Article 9 Scholarship Fund

The Waterville Music Boosters College Scholarship shall be awarded to a Waterville music program senior(s) entering college in the fall who will be majoring in music. The recipient(s) shall be chosen by the teachers of the music department. The award shall be a cash payout in an amount to be determined annually based on the booster's finances and the number of recipients chosen.

## Article 10 Resignation and Vacancies

An officer may resign at any time by giving written notice to the President or the Secretary. Any such notice shall take effect as of the date of the receipt of such notice or at any later time specified therein.

If the position of any officer becomes vacant by reason of death, resignation, disability, disqualification, removal, or for other cause, the remaining officers shall appoint a replacement.

## Article 11 Amendments

The By-Laws may be amended by a two-thirds vote of the members at any regular meeting. A notice of the proposed amendment(s) shall be publicly posted not less than one week, nor more than one month, prior to the meeting at which the proposed amendment shall be voted on.

## Article 12

- Student Accounts (Moola)
- Graduating seniors' remaining moola funds will be transferred to the next consecutive sibling student, who must be entering seventh grade at minimum the following academic year. Otherwise the remaining funds will be transferred to the music booster general fund.
- Students exiting the school district with no consecutive sibling entering at minimum seventh grade for the following academic year will have remaining funds transferred to the music booster general fund at the end of the current academic year.