

Original w/ signatures



Bylaws
Eastern Hillsborough Community Band
December 27, 2010

1. Name

This organization shall be called the Eastern Hillsborough Community Band (EHCB).

2. Purpose

Our mission is to provide an opportunity for musicians of all ages and skill levels to perform with a concert band and to foster the development of musicians who wish to make a cultural contribution to their community.

It is intended that EHCB be operated as a charitable non-profit organization and shall be entitled to exemption from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954, as now in force or afterwards amended.

3. General Band Membership

- A. Adult and young members of the local community are welcome to join the band. Middle school students can join at the discretion of the conductor.
- B. Dues or fees are not required for membership in EHCB. Members do not receive payment for performances.
- C. Members are required to provide their own instruments and stands and must be able to read music. Members are expected to exercise common courtesy to avoid disruptions.
- D. Members are also required to turn in music folders when leaving the band.
- E. Only active members of the band have the right to vote during a general membership meeting.

4. Officers

- A. The officers of EHCB shall be President, Vice President, Secretary and Treasurer.
- B. Officers are elected at the Annual General Meeting and hold office for one year, unless appointed as outlined below in 4(C) The candidates receiving the highest number of votes from the general membership are elected as officers.
- C. Vacancies. Vacancies of officers that occur between annual meetings are filled by appointment by the officers upon a majority vote of the remaining officers for the unexpired portion of the term.
- D. Removal of officers. Any officer may be removed, at any time, by a majority vote at a board meeting of the participating officers called for that purpose.
- E. Specific duties:
 - 1) **PRESIDENT.** Preside at all meetings of the board of directors; oversee all aspects of running the EHCB, including providing coordination among board members; Present at the annual meeting of the members a report of the condition of the business of the band; Assure compliance with the EHCB by-laws; With the approval of the board of directors, sign all contracts and other documents on behalf of the band; Sign checks. Checks over \$50 must have board approval.
 - 2) **VICE PRESIDENT:** During the absence, unavailability or inability of the president, the vice president shall perform the duties, responsibilities and authority of the president. Provide support for coordination of officers and executive board members.
 - 3) **SECRETARY:** Record and preserve the minutes of all meetings of the membership and the board of directors. Distribute minutes to board members within one week of the board meeting. Make the records of the band available to members upon request and as required by law. Handle correspondence of the organization.
 - 4) **TREASURER:** All things normally required by the position of treasurer, such as: Be responsible for the maintenance of financial records. Receive all money of the organization. Deposit all funds and financial assets of the band. Maintain the EHCB bank account and write all checks. Oversee the preparation and submittal of all necessary tax forms. Co-sign, make and endorse, in the name of the band, all drafts, warrants, and other forms of the president and the board of directors. Sign checks. Checks issued over \$50 must have

board approval. Make available for inspection, by any member, the books and financial records of the band, upon application, at the next rehearsal or within a reasonable time as determined by the board of directors. Render a statement of the financial condition of the band at each regular meeting of the board of directors, at such other times as required and at the annual meeting of the band and such other financial records and accounts as may be required to by law, regulation or the board of directors.

5. Board of Directors

- A. This non-profit corporation shall have not less than 5 or more than 7 Directors and collectively they will be known as the Board of Directors. The Board shall include the 4 officers of the corporation and up to 3 other individuals chosen by the officers.
- B. An EHCB conductor may or may not be a voting member of the board of directors, as determined by EHCB officers.
- C. The officers of EHCB may designate additional and interim board members as it deems necessary and appropriate for the management of the affairs of the band.
- D. Board members will hold office for one year, unless appointed as outlined below in 5(E).
- E. Vacancies. Vacancies on the board that occur between annual meetings are filled by appointment by the officers upon a majority vote of the remaining officers for the unexpired portion of the term.
- F. Removal of board members. Any member may be removed, at any time by a majority vote at a board meeting of the officers called for that purpose.
- G. Duties of board members. The board of directors shall have control and general management of the affairs and business of the band; adopt rules and regulations for the conduct at meetings, practices and management of the band; and attend monthly board of director meetings.

6. Board Meetings

- A. The Board of Directors will hold regular meetings on or about the second Wednesday of the month.
- B. Special meetings may be called by the President or by one-third of the members of the board whenever requested in writing. No business other than that specified in the call for the meeting be conducted at a special meeting.

- C. An Annual General Meeting will be held once a year at a date and time chosen by the board.
- D. Quorum. At any meeting of the Board of Directors, the presence of a majority of the board shall constitute a quorum for the transaction of business.
- E. Voting. At all meetings of the board of directors, each voting member is entitled to one (1) vote. A majority vote of those board members present is required to approve actions on behalf of the Board of Directors.

7. Conductors

- A. Conductors, including the principal conductor, shall be selected by a majority vote of the board. The conductors will perform duties appropriate to the conductor as determined by the board of directors. Conductors may or may not be a voting member of the board.
- B. The board has the right to appoint and remove a conductor at any time.
- C. The board also has the right to form and fill conductor positions, such as associate conductor, co-conductor and student conductor.

8. Committees:

At any time, the board can create, or dissolve, committees to support EHCB as needed.

9. Amendments to the Bylaws

This constitution may be amended at any board meeting by a majority vote of board members present.

10. Purchases of Equipment

All purchases for the organization shall become the property of EHCB.

11. Charitable Education Nature of the Band.

- A. The Board of Directors shall never declare dividends from the surplus assets of the band or shall any member have any vested right in the holdings or assets of the band.
- B. No part of the assets shall be distributed to the members of the band. In order to ensure the permanent dedication of the band to a charitable and educational purpose, upon dissolution of the band and distribution of its assets, such assets shall be distributed only to an organization which shall meet, at the time of such distribution to it, the definition of such an organization pursuant to Section [501 (c) (3)] of the Internal Revenue Code of the United States, or to a municipal government chartered by the State of Florida at the time of such distribution.

- C. The objects purposes and powers of this band shall neither have nor exercise any power, nor pursue any object or purpose inconsistent with the band's continuing existence as a charitable educational organization within the meaning of Internal Revenue Code Section [501 (c) (3)].

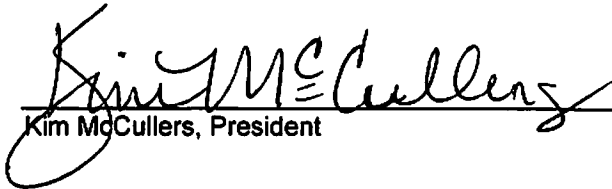
12. Affirmative Action

It is hereby affirmed that it is the policy of EHCB to:


- A. Recruit, elect, appoint and select members for its various activities without regard to race, creed, religion, color, national origin, sex, or age and to base all such decisions upon the individual's qualifications and ability to perform the work or role assigned consistent with job or role requirements; and
- B. To administer such actions as the sale of tickets, any rentals or purchases, awards for commissioned works, contributions and social recreational functions without regard to race, creed, religion, color, national origin, sex, or age.


EHCB is committed to the Affirmative Action Program and will ensure full compliance with the applicable Federal and State laws. The fulfillment of such commitment is the responsibility of the board of directors.

I agree to the bylaws for EHCB as stated above:


Kim McCullers, President Date 1/11/2011


Tom Nelson, Vice President Date 1/11/2011


Yvonne Wieting, Treasurer Date 1/11/2011


Sandy Townsend, Secretary Date 1/11/2011

AMENDMENT TO EHCB BYLAWS EFFECTIVE 11 February 2013

Item 3B is changed from:

Dues or fees or not required for membership in EHCB. Members do not receive payment for performances.

Item 3B is changed to:

Dues or fees are not required for membership in EHCB. Members do not normally receive payment for performances. The board may, at their discretion and by majority vote, elect to provide payment to members filling critical positions.

Approved by EHCB Board on 11 February 2013 and recording in 11 February 2013 Minutes.