

WESTERVILLE NORTH THEATRE BOOSTERS

CONSTITUTION

ARTICLE I: NAME

Section 1. This organization shall be known as the Westerville North Theatre Boosters. It shall be an unincorporated association, not for profit.

ARTICLE II: OBJECTIVES

Section 1. To lend all possible support, both moral and financial, to the general theatre program and related activities of the Westerville North High School.

Section 2. To cooperate with those in charge of the Theatre Department and the school administration and assist in developing and maintaining a high degree of interest in the performing arts.

ARTICLE III: MEMBERSHIP

Section 1. The membership shall be open to anyone who is interested in the theatre program at Westerville North High School. Upon payment of dues, membership shall be annual and shall commence on September 1 and expire on August 31.

Section 2. All members who have paid annual membership dues shall have voting rights and may hold elective office.

Section 3. Dues shall be established by by-law.

ARTICLE IV: MEETINGS

Section 1. The first Tuesday of each month shall be the general meeting night unless changed by the Executive Committee.

Section 2. At the meetings of the organization, those voting members present shall constitute a quorum.

Section 3. The annual meeting shall be the general meeting in May.

Section 4. Special meetings may be called by the president.

ARTICLE V: ELECTION OF OFFICERS

Section 1. The elected offices are president, vice president, secretary, treasurer and one at-large trustee, who are elected annually.

Section 2. No officer shall hold the same office for more than three (3) consecutive years.

Section 3. Nominations for candidates for each elective office shall be taken at the April meeting. The officers shall be elected at the May meeting by a majority vote with voting by written ballot. Nominations from the floor shall be accepted at the time of the election. The officers so elected shall assume their duties at the conclusion of the May meeting.

Section 4. In the event an office becomes vacant during the term for which elected, a replacement shall be nominated by the president with the election to fill the vacancy at the next scheduled regular meeting. Nominations from the floor shall be accepted at the time of the election. If the presidency is vacant, the vice president shall assume that office and nominate a replacement for vice president following the procedure set forth above.

ARTICLE VI: DUTIES OF THE OFFICERS

Section 1. The president shall discharge the duties normally associated with that office and serve as ex officio member of any committee.

Section 2. The vice president shall perform all designated duties and all duties of the president in his or her absence.

Section 3. The secretary shall record the minutes of each general meeting and perform such other duties as pertain to that office. Minutes of the Executive Committee shall be recorded by the secretary and made available at the next general monthly meeting.

Section 4. The treasurer shall receive and deposit all funds received by the association, maintain appropriate journals of such receipts, pay all bills approved by the membership and maintain appropriate records for all expenditures and invoices. All checks will require the signature of the treasurer; the president shall be an alternate signatory to any checking account. A treasurer's report shall be read at each regular monthly meeting. The records of the treasurer shall be open at all times for inspection by any member of the association. At the termination of the term of office, all funds of the association shall be turned over to the treasurer's successor. The books of the treasurer shall be audited annually or at the time a new treasurer assumes office, whichever comes first.

ARTICLE VII: EXECUTIVE COMMITTEE

Section 1: The elected officers and the immediate past president shall constitute the Executive Committee. The theatre directors, art director, technical director, and music director shall be ex officio members of the Executive Committee.

Section 2. The Executive Committee shall meet monthly or as required to conduct the necessary business of the association.

Section 3. Any committee chair shall be voluntary with the consensus approval by the general membership. Chairs act with the authority of the president and executive committee.

Section 4. The duties of the Executive Committee shall be established by the by-laws.

ARTICLE VIII: AMENDMENTS TO THE CONSTITUTION

Section 1: Procedures for amending the Constitution shall be as follows:

- a) A copy of the proposed change shall be presented in writing and read at a regular meeting.
- b) At the next regular meeting, a two-thirds affirmative vote of the voting membership in attendance is required for adoption of the change.

Section 2. The amendments shall become effective on the date of approval by the general membership except any amendments concerning the election of officers shall become effective at the time as provided in Article V of the Constitution.

ARTICLE XI: DISSOLUTION

Section 1. This association has been formed to assist the theatre program. It can be dissolved only by a vote of the membership after all members have been notified in writing of the intent to dissolve. All remaining funds of the association will then be turned over to the Westerville North High School principal upon dissolution of this association with no money reverting to the members of this association.