

C.A.T.S. - Wilmington High School Choral and Theatre Support

BY-LAWS

*Approved by unanimous vote on 24 SEP 2007; updated by unanimous vote on 09 OCT 2007;
updated by unanimous vote on 22 SEP 2008*

ARTICLE I	THE NAME OF THE ORGANIZATION: The name of this organization shall be: “C.A.T.S. - Wilmington High School Choral and Theatre Support”
ARTICLE II	PURPOSE OF THE ORGANIZATION: The purpose of this organization shall be to provide additional support for Wilmington High School choral and theatre programs.
ARTICLE III	MEMBERSHIP: A. Membership is open to all interested persons who are not currently students in the Wilmington Public Schools. B. An Active Member shall be any member who attends regular meetings or who actively participates in this organization’s activities and events.
ARTICLE IV	MEETINGS - GENERAL AND SPECIAL: A. Regular, scheduled general meetings shall be held on the 4 th Monday of each month at 7:00 p.m. in the Wilmington High School Barrows Auditorium. If for any reason the scheduled monthly meeting shall not be held, an alternative day and time shall be selected and a notice as set forth below shall be sent to all members. B. General meetings shall be open to all members. C. Special meetings for a designated purpose shall be held as determined by the members. D. Notices of general and special meetings, including notice of any special events, shall be sent to the members in advance in the following manner: 1. A notice in printed form shall be sent home with students; and 2. A notice by electronic mail shall be sent to members whenever possible

ARTICLE V	<p>VOTING AT GENERAL & SPECIAL MEETINGS:</p> <p>A. Any active member present at a meeting is eligible to vote on an issue.</p> <p>B. Votes are carried by simple majority.</p>
ARTICLE VI	<p>OFFICERS AND ELECTION OF OFFICERS</p> <p>A. Officers of the organization shall include a President, Vice President, Secretary, and Treasurer.</p> <p>B. In the absence of the President, the Vice-President shall preside. In absence of both of the above, the meeting will be postponed.</p> <p>C. The term of office for the officers shall be one year to begin in June of the year preceding the next academic year.</p> <p>D. In the event any officer shall take leave of their office during their current term, the members shall elect, by majority vote, a replacement at the next regular meeting following the vacancy. Persons shall be nominated by the remaining officers to be presented to the membership. Nominations shall be made from the floor.</p> <p>E. If a vacancy occurs in the office of President, the Vice-President will become President and a new Vice-President will be elected at the next meeting.</p> <p>F. Nominees for office must be active members as defined in Article III above.</p> <p>G. Nominations and elections shall take place at the May meeting. Notification of elections will take place at the April meeting.</p> <p>H. Nominations may be made from the floor.</p> <p>I. Voting shall be made by a show of hands of the members present at the meeting and such vote shall be carried by a simple majority.</p>

<p>ARTICLE VII</p>	<p>DUTIES OF OFFICERS:</p> <p>President</p> <p>A. The President shall have meetings as necessary with other officers to discuss business and set the agenda for the following meeting.</p> <p>B. The President shall oversee all functions and preside over regular meetings.</p> <p>Vice President</p> <p>A. The Vice-President shall preside in the absence of the President.</p> <p>B. The Vice-President shall assist the President when requested for any duties prescribed.</p> <p>C. The Vice-President shall attend all officers meetings as called by the President.</p> <p>Secretary</p> <p>A. The Secretary shall keep the minutes of each regular meeting.</p> <p>B. The Secretary shall attend all officers meetings as called by the President.</p> <p>C. The Secretary shall submit a copy of previous month's minutes for approval.</p> <p>D. The Secretary shall maintain any necessary correspondence.</p> <p>Treasurer</p> <p>A. The Treasurer shall maintain all financial records of this organization.</p> <p>B. The Treasurer shall choose, with approval of officers, the bank in which to maintain funds.</p> <p>C. The Treasurer shall make a report of all funds at each regular meeting for approval of the members.</p> <p>D. The Treasurer shall pay bills as requested by either vote of officers or vote of members present at any regular meeting.</p> <p>E. The Treasurer shall attend all officers meetings as called by the President.</p>

ARTICLE VIII	<p data-bbox="459 280 798 315">EXPENDITURE POLICY</p> <ul data-bbox="459 392 1380 694" style="list-style-type: none"><li data-bbox="459 392 1149 427">A. Expenditures require a general membership vote.<li data-bbox="459 448 1380 593">B. The officers will work with the Choral and Theatre Departments of Wilmington High School in an advisory capacity and to explore suggestions for the use of funds.<li data-bbox="459 604 1380 694">C. Unforeseen expenditures in an amount not to exceed \$100 may be authorized by a unanimous vote of available officers.
ARTICLE IX	<p data-bbox="459 763 718 799">MISCELLANEOUS</p> <p data-bbox="459 873 1356 1075">It is recognized by the members that while the within by-laws are an attempt to govern the duties and responsibilities of its members, in the event a situation arises that is not specifically covered by such by-laws, then common sense and fairness shall prevail.</p>