



Clifton Mustang Band Alumni Association By-laws

Article I: Name

Section A: Name

The name of this organization is the "Clifton Mustang Band Alumni Association", a non-profit support group affiliated with the Clifton High School Mustang Marching Band (hereafter referred to as the "CMBAA").

Article II: Mission Statement and Purpose

Section A: Mission Statement

To aid the Clifton High School Mustang Marching Band through Alumni support activities and preserve the spirit of the Band among alumni and throughout the community.

Section B: Purposes of Organization

- Supporting activities such as but not limited to: scholarships, support and community service.
- To provide a venue for alumni interests including but not limited to: social activities, reunions, alumni news, Mustang Band information and alumni band activities.
- To provide information and interaction between students and alumni, to coordinate fundraising efforts, and provide on-going support to the Clifton High School Mustang Marching Band.

Article III: Purposes of the Corporation:

In accordance with N.J.S.A. 15A: 2-1, the Corporation may engage in any activity within the purposes for which Corporation may be organized pursuant to the New Jersey Business Corporation Act, subject to the following:

1. The purposes for which the corporation is organized are exclusively charitable, scientific, literary and educational within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.
2. Notwithstanding any other provision of these articles, this organization shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.
3. Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding provision of any future Federal tax code, or shall be distributed to the Federal, state or local government for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction, in the county in which the principal office of the organization is then located, exclusively for such purposes.

Article IV: Fiscal Year

Section A: Fiscal Year

The Fiscal year will be defined as September 1 to August 31.

Article V: Membership

Section A: Membership

Membership will be open to any alumni, family of alumni, friends or interested individuals.

Section B: Member in Good Standing

Any individual who is an alumni of the Clifton High School Mustang Marching Band or who has expressed interest in membership shall be considered a member in good standing upon application and submission of annual membership dues in the amount of \$25.00. Payment for each fiscal year shall be received no later than October 1st.

Members in good standing shall receive association mailings and newsletters, be eligible to participate or chair sub-committees, vote on issues/officers and participate in CMBA A activities.

Article VI: Officers/Trustees

Section A: Trustees of the Corporation

Elected officers of the association will also serve as trustees of the Corporation. All trustee requirements, nomination, election, term of office and duties shall be as stated for officers under Article VI, Sections B, C, D E, F and G.

Section B: Titles and Primary Duties of Elected Officers

President	Presides over meetings and officially represents the CMBA A. Establishes committees and appoints chairpersons. Presides over all sub committees as deemed necessary.
Vice President	Assumes duties of president when president is unavailable. Oversees all membership and recruitment activities.
Secretary	Records minutes of all business meetings. Provides copies of prior months minutes at each meeting. Official recipient of all officer election ballots and completes vote tally. Co-signs with president in the name of the association on all official documents and acts as the registered agent of the corporation.
Treasurer	Custodian of all funds. Maintains all financial and non-financial records and reports.

Liaison Current Clifton High School Mustang Marching Band Director will serve as liaison and advisor for all CMBAA and CHS Mustang Marching Band activities. Not an elected position.

Secondary duties will be discussed and assigned as needs arise.

Section C: Requirements

All officers must be CMBAA members in good standing and must be alumni of the Clifton High School Mustang Marching Band.

Section D: Nomination

Members can nominate themselves or be nominated by other active members thirty (30) days before the last meeting of the fiscal year. Nominees must decline or accept their nomination before said meeting. All nominations must be submitted to the President in writing.

Section E: Election

Only CMBAA members in good standing may vote in person or by proxy on or before the last meeting of the fiscal year. Each member is entitled to cast one vote for each officer position available.

The nominated member for a specific officer position who receives the most votes cast in that election, for that position, wins the election and will serve for one term of office.

Section F: Term of Office

Elected officers commence their term of office after the last month's fiscal year meeting following the election.

Elected officers shall serve a term of two (2) years.

Alternate President/Secretary (even years) and VP/Treasurer (odd years) term votes to different years to maintain continuity of leadership and accountability of funds.

Section G: Vacancies

In the event an officer cannot complete the term, the President will solicit nominations from the membership and final selection will be made by majority vote of the remaining officers.

In the event the President cannot complete the term of office, the Vice President will assume the role for the remainder of the term and solicit a replacement under the same procedure as described above.

Section H: Removal of Officers

An officer can be removed by majority vote of all members in good standing via mail ballot.

Article VII: Meetings

Section A: General Meetings

There will be one monthly meeting of the general membership held the first Monday of each month from September through June (excluding holidays). Other meetings will be held as needed.

Section B: Procedural Rules

The rules set forth in Robert's Parliamentary Law and the latest edition of Robert's Rules of Order Revised shall govern the CMBAA when applicable.

Section C: Voting Decisions and Quorum

Voting decisions by the members shall be made by a majority vote of members in good standing in attendance at CMBAA meetings.

Article VIII: Funds and Finances

Section A: Checks, drafts deposits

The Treasurer will maintain on deposit a checking account, with a commercial bank, with sufficient CMBAA funds to permit efficient operation of the fiscal affairs of the organization. All checks, drafts or orders for the payment of money notes or other evidences of indebtedness issued in the name of the CMBAA in excess of \$200, shall be signed by the Treasurer and authorized by the President or Vice President of the organization. The officers may accept on behalf of the CMBAA, any contribution, gift, bequest, or device for the general purposes or any special purposes of the organization to be forwarded to the Treasurer for deposit in a timely manner.

All records will be kept by the Treasurer. Monthly reports during the meeting season will be presented. Members in good standing may review all financial records by prearranged appointment with the Treasurer within a reasonable period. The treasurer shall determine the location of such meeting.

Article IX: Amendments

Section A: Authority

These by-laws may be altered, amended, or repealed and new by-laws may be adopted by a majority of the members in good standing at any regular meeting, if written notice of intent to alter, amend, or repeal is given within sixty (60) days of that meeting.

Article X: Existence and Dissolution

Section A: Existence of the organization

It is the intent of the CMBAA to have perpetual existence.

Section B: Dissolution

A mail ballot, confirming dissolution of not less than two-thirds of the members in good standing, may dissolve the CMBAA.

Section C: Disposition of Funds

In the event of dissolution, the officers shall, after making provision for the satisfaction of all liabilities, liquidate the remaining assets and transfer said funds into the Clifton High School Mustang Band Fund.

Created: June 3, 2002

Adopted by majority vote: June 17, 2002