

Charleston County School of the Arts Visual Arts Booster Club

Bylaws

Article I: Name

The name of this organization shall be the Charleston County School of the Arts Visual Arts Booster Club (SOA VABC).

Article II: Purpose

To bring parents of SOA's Visual Arts students together to partner with the Visual Arts teachers to create and organize initiatives which support and enhance the Visual Arts educational objectives for students in the SOA Visual Arts program.

Article III: Membership

SOA VABC Membership: All parents of SOA Visual Arts students are members, along with the SOA VA Faculty. Anyone interested in the progress and development of the SOA Visual Arts program is eligible for membership. The members of this organization shall not be limited because of race, sex, religion, or national origin.

Article IV: Officers and Steering Committee

The Officers of the SOA VABC shall be President, Vice-President, Secretary and Treasurer. The term of office shall be for one year from July 1 through June 30, with the option of serving more than one term, if desired.

Members of the Steering Committee are the Officers, VA Faculty and up to six parents of VA students.

Article V: Duties of Officers

President SOA VABC: Plans, attends and chairs SOA VABC meetings and SOA VABC Steering Committee meetings. Liaison between SOA VABC and SOA VA Teachers, SOA administration and SOA PTSA. Coordinates the "mission" of the SOA VABC by overseeing SOA VABC's annual goals and objectives, organizing the Steering Committee to plan, coordinate and implement

SOA VABC Goals (regarding fundraising, VA department/teacher/student needs, student art exhibitions/competition, SOA VABC parent involvement, connection with community and corporate sponsors, scholarships, VABC admin etc).

Vice-President SOA VABC: Attends SOA VABC meetings and SOA VABC Steering Committee meetings. Works closely with the SOA VABC President and Steering Committee and assists the President in their duties.

Secretary SOA VABC: Attends SOA VABC meetings and VABC Steering Committee meetings. Records meeting discussion points and emails minutes to membership and has them posted to www.soa.visualarts.com. Updates SOA VABC parents contact information. Emails periodic updates per input from Steering Committee/VA teachers. Works with SOA VABC President as communicator for SOA VABC related activities with membership and relevant others. Provides SOA VABC updates to the SOA VABC website manager.

Treasurer SOA VABC: Attends SOA VABC meetings and SOA VABC Steering Committee meetings. Manages SOA VABC checking account, financial transactions, financial records keeping, files annual statement with SC Department of State. Provides SOA VABC financial reports in January and July to the Steering Committee and has it posted to www.soa.visualarts.com and the SOA website. Also when needed for SOA VABC meetings. Works closely with the SOA VABC Steering Committee on financial initiatives with art shows, fundraisers, etc.

Article VI: Meetings

The SOA VABC will meet at least twice a year during the school year. Minimally the club will meet in the fall and spring. Special meetings can be scheduled as needed. A fall meeting shall be held to announce the agenda for the upcoming year. A spring meeting will be held in April to elect officers and appoint members of the Steering Committee.

The SOA VABC Steering Committee is encouraged to meet in the summer to plan the upcoming agenda for following year. All other SOA VABC Steering Committee meetings will be designated as needed.

Article VII: Elections

Elections will be held in the spring of the school year. The Secretary will send out an invitation to run for office in February of each year to all SOA VA parents through email. The SOA VABC Membership will meet in April of each year to vote on the upcoming year's slate of officers.

Article VIII: Revenue

The SOA VABC will hold one bank account with the President's and Treasurer's name on the account. The VABC will take responsibility for managing this account. The VA Fees are a separate entity and will be collected and managed in the SOA Fees account by the SOA VA Faculty.

Officers will have authorization to vote on any expenses up to \$200.00. All expenses above that amount must be voted on by the Steering Committee and approved by a majority vote. If no vote is received by the due date of that particular expense, that vote will be considered a yes vote.