

Mt. Juliet Christian Academy
FINE ARTS BOOSTER CLUB
BY-LAWS

Originated January 2015 – Edited & Approved August 19, 2019

ARTICLE I – NAME, ADDRESS & PURPOSE

Section 1 – The name of this organization shall be the Mt. Juliet Christian Academy Fine Arts Booster Club.

Section 2 – The official address of the MJCA Fine Arts Booster Club shall be Mt. Juliet Christian Academy, 735 N. Mt. Juliet Road, Mt. Juliet, TN 37122

Section 3 – The MJCA Fine Arts Booster Club is a voluntary association of individuals, who have exclusive interests in supporting and furthering the efforts and goals as defined by the MJCA Fine Arts Faculty in conjunction with the Mission, Vision, and Core Value Statements of Mt. Juliet Christian Academy. The Fine Arts Booster Club shall support the advancement of students in the elementary music, band, choral, drama, and visual art departments of MJCA in the following areas:

- a. Program advancement
- b. Community engagement and support
- c. Fund raising complementary to the needs of the individual aforementioned Fine Arts departments in compliance with the guidelines of MJCA
- d. Fine arts event support

ARTICLE II – GENERAL MEMBERSHIP & DUES

Section 1 – The membership of this organization shall be open to the parents, grandparents, or guardians of enrolled students, professionals associated with MJCA Fine Arts departments interested in furthering the individual programs, and any friends of MJCA who are interested in furthering the purpose of this organization.

Section 2 – Members will have the option of paying dues according to the level of membership in which they desire participation. Member registration and dues will be paid through the MJCA business office and deposited into the existing MJCA Fine Arts Boosters account. Membership types consist of:

- a. Performer's Circle - Active (Regular) Members
 - A1. Shall be required to pay annual dues of \$60.00 to the MJCA Fine Arts Booster Club in order to vote, receive special reserved seating at both Christmas & Spring concerts, receive 2 complimentary tickets per school year to any major drama production
 - A2. Shall be parent or legal guardian, grandparent or family member of student attending MJCA or participating in fine arts activities through MJCA
 - A3. Shall be MJCA teacher or staff member
 - A4. Attends at least one booster meeting/school-year and volunteers for at least 2 events in some fashion
- b. Partner's Circle – Active (Regular) Members
 - B1. Shall be required to pay annual dues of \$40.00 to the MJCA Fine Arts Booster Club in order to vote, receive special reserved seating at both Christmas & Spring concerts

B2. Shall be parent or legal guardian, grandparent or family member of student attending MJCA or participating in fine arts activities through MJCA

B3. Shall be MJCA teacher or staff member

B4. Attends at least one booster meeting/school-year and volunteers for at least 2 events in some fashion

c. Applause Gallery - Supportive (Affiliate) Members

C1. Shall not pay annual dues

C2. Shall be eligible to vote if parent/guardian, grandparent or family member of current MJCA student

C3. Shall be MJCA teacher or staff member

C3. May or may not be a parent or guardian of MJCA student

C4. Attends at least one booster meeting/school-year and volunteers for at least 2 events in some fashion

C5. May be an MJCA Fine Arts Class alumni

Section 3 – Any personal information gathered or requested by the MJCA Fine Arts Boosters Club is for the sole use of the club and will not be made available to any other organization.

Section 4 – Fine Arts Booster Club Merchandise (T-shirts, etc.) may be purchased outside of membership dues for advertised cost.

ARTICLE III – OFFICERS OF THE EXECUTIVE BOARD

Section 1 – The officers of the MJCA Fine Arts Booster Club Executive Board shall be: President, Vice-President, Secretary, Treasurer, Department Designees - 5 (band, choir, drama, visual art, elementary music).

Section 2 – The nomination of officers will take place at the last meeting of each academic school year for service during the following academic year.

Section 3 – The Fine Arts Booster Club Officers (4 officers, 5 designees) and the MJCA Fine Arts Department Faculty (3), as representatives of the Headmaster, shall constitute the Executive Board of the MJCA Fine Arts Booster Club, totaling twelve (12) members of the MJCA Fine Arts Booster Club Executive Board.

Section 4 – The MJCA Development Director will serve in an advisory capacity to the Executive Board of the MJCA Fine Arts Booster Club.

Section 5 – Duties of each officer:

- President – The MJCA Fine Arts Booster President will report directly to the Development Director and work in close contact with the Fine Arts Department Chairperson and each of the Fine Arts Department Faculty (3): Choir/Drama, Band, Visual Art.
 - A. Must be a professing Christian and actively involved in a Bible-believing church
 - B. Subscribe to the philosophy of Mt. Juliet Christian Academy
 - C. Maintain an exemplary Christian life free from all scandal in the community
 - D. Preside over and prepare for all Fine Arts Booster Club Meetings
 - E. Help facilitate activities and delegate duties at large Fine Arts Events in connection with department heads
 - F. Assist in MJCA Fine Arts Events promotions and community engagement
 - G. Shall assist in financial decisions involving the Fine Arts Boosters
 - H. May not serve more than three consecutive years
- Vice President
 - A. Must be a professing Christian and actively involved in a Bible-believing church

- B. Assist the president and shall assume all duties of the president in his/her absence
- C. May not serve more than three consecutive years
- Secretary
 - A. Must be a professing Christian and actively involved in a Bible-believing church
 - B. Shall record minutes of all meetings held by MJCA Fine Arts Booster Club
 - C. Communicate with membership via email regularly within 1 week after a meeting or Fine Arts Event as necessary
 - D. Shall record meeting attendance
 - E. Shall keep record of all MJCA Fine Arts Events each year
 - F. Shall be responsible for membership
 - G. Shall work closely with Fine Arts Department Chairperson
 - H. May not serve more than three consecutive years
- Treasurer
 - A. Must be a professing Christian and actively involved in a Bible-believing church
 - B. Maintain an exemplary Christian life free from all scandal in the community
 - C. Must have financial business experience
 - D. Must maintain a running detailed ledger of account activities
 - E. Must work closely with Fine Arts Booster President, MJCA Department Faculty, and MJCA Business Office regarding financial activity for the club
 - F. Must prepare a financial report of all financial activity within the club prior to each meeting as well as a cumulative academic year-to-date report
 - G. May not serve more than three consecutive years
- Public Relations
 - A. Must be a professing Christian and actively involved in a Bible-believing church
 - B. Shall manage all communications outside the school setting regarding public relations, press, sponsorship, and shout-out/program advertisements.
 - C. Must approve all communications regarding each event by specific Fine Arts Department Faculty Member, Fine Arts Director, and MJCA administrative staff/development director.
 - D. Shall work closely with Fine Arts Department Chairperson and Fine Arts Booster Club President.
 - E. May not serve more than three consecutive years.
- Department Designees (one each): Band, Choir, Drama, Visual Art, Elementary Music
 - A. Must be a professing Christian and actively involved in a Bible-believing church
 - B. Shall work closely with the MJCA Fine Arts Booster Club President and the corresponding MJCA Faculty for his/her fine arts departmental area
 - C. Shall assist the secretary in communication between membership and department instructors
 - D. Shall be appointed by each corresponding Fine Arts Faculty for no more than three consecutive years (band, choir, drama, visual art, elementary music).

ARTICLE IV – MEETINGS

Section 1 – Regular Meetings will be scheduled on a Monday evening near the beginning of each MJCA academic grading quarter, and will be set by the faculty/staff of MJCA at the annual MJCA calendar meeting. Annual meetings will be announced at the beginning of each school year. A majority of Fine Arts Booster Club Officers (4), Fine Arts Departmental Designees (5), and Fine Arts Department

Faculty(3) must be present in order for the meeting to take place (6 out of 12). Meeting times may be adjusted by the Executive Board or Fine Arts Department Faculty as the need arises.

Section 2 - At least a month's notice prior to the set meeting date will be given to the general membership and parents of Fine Arts Department students for the given meeting date change, except in the event of inclement weather. Quarterly meetings may be cancelled if communication to membership via fine arts department faculty can be made clearly and no voting needs within the club are present.

Section 3 – All decisions of a general membership meeting shall be determined by a two-thirds (2/3) vote of voting members present at the meeting.

Section 4 – Notes from each meeting will be made available to the general membership and parents of students involved in MJCA Fine Arts Departments.

ARTICLE V – CHARTER

Section 1 – The purpose of the Mt. Juliet Christian Academy Fine Arts Booster Club, as stated in ARTICLE I, Section 3, is to support and further “the efforts and goals as defined by the MJCA Fine Arts Faculty in conjunction with the Mission, Vision, and Core Value Statements of Mt. Juliet Christian Academy.” The MJCA Fine Arts Booster Club shall provide support to enhance the fine arts experience for our student artists and musicians in the following areas:

- a. To bring program advancement
- b. To promote community support
- c. To raise funds necessary for an established purpose that will complement the fine arts department

Section 2 – The MJCA Booster Club accounting will be the responsibility of the Fine Arts Treasurer in connection with the Fine Arts Booster President and each department faculty.

- a. Any financial motion within the Fine Arts Booster Club Account will be first made in writing to the Fine Arts Booster Executive Board. If approved by the board and Fine Arts Department Head, purchases under \$500.00 can be made and communicated to general membership.
- b. All financial decisions \$500.00 or great will be made with discussion and approval by the Fine Arts Booster Executive Board and MJCA Development Director. If approved, these expenses will be presented to the voting membership for club member approval prior to finalization. In the event of a tie, the Fine Arts Department Head has final approval of any financial expenditure regarding the Fine Arts Booster Club Funds.
- c. It is the intent of the MJCA Fine Arts Booster Club to provide financial and physical support only for items or events that will directly benefit students within each of the MJCA Fine Arts Departments.

ARTICLE VI – AMENDMENTS TO THESE BY-LAWS

All amendments to these by-laws for the MJCA Fine Arts Boosters Club must be submitted in writing to the MJCA Fine Arts Boosters Executive Board for review and approval.