



By-Laws
of the
Foster Band Booster's Club

Rev.	Date	Modification	By
0	02/15/07	Re-Typed Existing By-Laws	K. Young
1	08/07/07	Divided Publicity and Web Master Committees	K. Young
2	8/10/07	Amended 17.2 Trip Year and 17.6 Student Accounts	K. Young

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ARTICLE I - NAME

- 1.1 The name of this non-profit organization shall be the Foster Band Boosters Club ("FBBC").

ARTICLE II – PURPOSES

- 2.1 The FBBC is a non-profit organization established exclusively for educational and charitable purposes within the meaning of Section 50(c) (3) of the Internal Revenue Code or corresponding section of any future Federal Tax Code ("Code").
- 2.2 The educational and charitable purposes of FBBC shall include:
 - 2.2.1 The raising of funds and distribution of such funds to the Foster High School Band Program within the Lamar Consolidated Independent School District, provided such actions are within the University Interscholastic League, Texas Music Educators Association, and Lamar Consolidated Independent School District policies and procedures;
 - 2.2.2 The promotion and support of the continuing growth and development of the Foster High School Band Program;
 - 2.2.3 The promotion of music culture throughout the community by fostering greater concert attendance and other public support of all Foster High School Band activities, hereby rendering moral support to the students;
 - 2.2.4 The provision of scholarships to outstanding band students to further their education; and
 - 2.2.5 To purchase, receive, develop and maintain equipment and supplies for the enrichment of the Foster High School Band Program, provided such actions are within the University Interscholastic League, Texas Music Educators Association, and Lamar Consolidated Independent School District policies and procedures.

ARTICLE III - DURATION

- 3.1 The duration of the FBBC's existence shall be perpetual.

ARTICLE IV - POWERS

- 4.1 The powers of the FBBC are as follows:
 - 4.1.1 To solicit, accept and collect donations and contributions in cash or property, real, personal or mixed;
 - 4.1.2 To acquire by purchase, lease, contract or otherwise, any property, real, personal, or mixed;

- 4.1.3 To do any and all such further acts and to exercise any and all such further powers as may be necessary, incidental, conducive, appropriate or desirable for the accomplishment of carrying on of attainment of all or any of the objectives or purpose enumerated in these By-Laws; and to have and to exercise all the powers conferred by the laws of the State of Texas upon charitable organizations, as such laws are now in effect or may at any time hereafter be enacted or amended.
- 4.2 Notwithstanding any other provision of these By-Laws, the FBBC shall not carry on any other activities not permitted to be carried on:
- 4.2.1 By an organization exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future tax code; or
- 4.2.2 By an organization contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future tax code.

ARTICLE V - POLICIES

- 5.1 The following are the basic policies of the FBBC:
- 5.1.1 The FBBC shall be noncommercial, nonsectarian and nonpartisan;
- 5.1.2 The FBBC shall not attempt to influence legislation and shall not participate or intervene in (including the publishing or distribution of statements) any political campaign on behalf of, or in opposition to, any candidate for public office;
- 5.1.3 The Voting Members of the FBBC shall approve all fund raising projects and shall implement such fund raising activities as are required to meet the budget needs of the FBBC;

ARTICLE VI - OFFICES

- 6.1 **Principal Office:** The address of FBBC's principal office in Texas shall be P. O. Box 1783; Richmond, Texas 77406. The FBBC may have such other offices as the members may determine. The members may change the location of any office of the FBBC.
- 6.2 **Registered Office:** The FBBC shall maintain a registered office in Texas. The initial registered office shall be as designated in the Articles of Incorporation. The members may change the registered office as permitted in the Texas Non-Profit Corporation Act.

ARTICLE VII – REGISTERED AGENT

- 7.1 **Initial Registered Agent:** The FBBC shall maintain a registered agent in Texas. The initial registered agent of the FBBC shall be as designated in the Articles of Incorporation.
- 7.2 **Change in Registered Agent:** The members may change the registered agent as permitted in the Texas Non-Profit Corporation Act.

ARTICLE VIII - MEMBERSHIP

- 8.1 **Voting Members:** A parent or guardian of an active band student at Foster High School may be a Voting Member. To become a Voting Member a parent or guardian must complete, on an annual basis, an enrollment form and pay the annual dues.
- 8.2 **Non-Voting Members:** Any other financial supporter of the Foster Band may be a Non-Voting Member.
- 8.3 **Advisory Non-Voting Members:** The band directors shall be Advisory, Non-Voting Members.
- 8.4 **Powers of Voting Members:** The Voting Members shall:
- 8.4.1 Transact all business of the FBBC;
 - 8.4.2 Establish special committees;
 - 8.4.3 Approve a budget for the fiscal year;
 - 8.4.4 Approve contracts and letters of agreement of the FBBC within the limits of the budget;
 - 8.4.5 Approve all fund raising activities;
 - 8.4.6 Elect all officers and committee chairs;
 - 8.4.7 Elect all Nominating Committee; and
 - 8.4.8 Exercise all such powers and do all such lawful acts and things as are not prohibited by statute or by the Articles of Incorporation or these By-Laws.

ARTICLE IX - DUES

- 9.1 Initially, a Voting Member shall pay \$10.00 per year in dues. The Voting Members may set and change the annual dues payable at the beginning of each school year. Upon recommendation of the director, the Executive Board can waive or reduce the dues owed by an individual Voting Member. The members will develop criteria to be used by the director in determining when to make such a recommendation.
- 9.2 Non-Voting Members must pay at least \$1.00 per school year to retain their membership status.
- 9.3 Advisory Members shall pay no dues.

ARTICLE X- MEMBERS MEETINGS

- 10.1 **Annual Meetings:** An annual meeting shall be held in May of each year. The Executive Board shall set the specific date each year during April and communicate the date to the members at the April monthly meeting.

- 10.2 **Monthly Meetings**: The FBBC shall meet on the second Tuesday of each month, except June and July, at 7:00 pm at the Foster High School Band Hall. The meeting date, time and place may be changed at the beginning of each school year by a majority of the Voting Members at the first monthly meeting after school begins.
- 10.3 **Special Meetings**: Special meetings may be called by the Executive Board or by any Voting Member with the approval of the Executive Board, or, if requested at a scheduled monthly meeting, with the majority consent of the attending Voting Members.
- 10.4 **Quorum**: A quorum of ten (10) members is required at any meeting to transact business.
- 10.5 **Voting**: A majority of Voting Members present shall approve all matters. Each Voting Member is entitled to one (1) vote. No proxy votes shall be accepted.

ARTICLE XI – EXECUTIVE BOARD

- 11.1 The Executive Board shall consist of the officers and chairs of standing committees of the FBBC.
- 11.2 The Executive Board shall:
- 11.2.1 Coordinate and oversee the work of the FBBC and its committees;
 - 11.2.2 Make recommendations to the Voting Members for activities and expenditures;
 - 11.2.3 Nominate a chair for any special committees established by the members;
 - 11.2.4 Authorize expenditures up to \$75.00 on an emergency basis if a special meeting of the Voting Members cannot be convened in a timely manner to consider the expenditure. The Executive Board shall ask the Voting Members to ratify any such emergency expenditure at the next monthly meeting following the expenditure;
 - 11.2.5 Develop an agenda and recommendations for the members' meeting;
 - 11.2.6 Establish the date for the annual meeting of the members; and
 - 11.2.7 Determine the interpretation to be placed on these By-Laws or any part of parts thereof that may be in conflict or of doubtful meaning.

ARTICLE XII – EXECUTIVE BOARD MEETING

- 12.1 **Monthly Meetings**: The Executive Board shall meet at least once per month prior to the member's monthly meeting. The Executive Board shall establish the date and time for the monthly meeting at the beginning of each school year.
- 12.2 **Annual Meetings**: There shall be a combined meeting of the outgoing Executive Board and the newly elected Executive Board by the end of the fiscal year, at which time each outgoing member of the Executive Board will present a written summary of the year's work to his/her successor.
- 12.3 **Quorum**: A majority of the members of the Executive Board shall constitute a quorum.

- 12.4 **Voting:** Each Executive Board member shall have one (1) vote on actions voted on by the Executive Board. All actions, except authorization of an emergency expenditure, shall require a majority vote for approval. The Executive Board shall approve an emergency expenditure by a two-thirds majority vote. No proxy votes shall be accepted.

ARTICLE XIII - OFFICERS

- 13.1 The officers of FBBC shall be a:
- 13.1.1 President;
 - 13.1.2 Vice President;
 - 13.1.3 Secretary;
 - 13.1.4 Treasurer;
 - 13.1.5 Historian.
 - 13.1.6 The Voting Members may create additional officer positions, define the authority and duties of each such position, and elect or appoint persons to fill the positions. Each officer is a member of the Executive Board.
- 13.2 Only a Voting Member may be an officer of the FBBC.
- 13.3 The Voting Members shall elect officers for the next school year at the annual meeting in May.
- 13.4 Each officer shall assume his/her duties at the close of the fiscal year and shall serve for a term of one (1) year or until a successor is elected.
- 13.5 No officer shall serve in the same office more than two (2) consecutive terms. An officer who has served more than one-half a term shall be credited with having served that term.
- 13.6 A person may serve in more than one office, except the President and the Secretary must be separate persons, and may serve as an officer and committee chair if no one else will fill the offices or chairs.
- 13.7 In the event an office (except President) or committee chair is vacated, the Executive Board shall appoint a Voting Member to complete the term. In the event the office of President is vacated, the Vice President shall become the President and the Executive Board shall appoint a Voting Member to fill the office of Vice President.

ARTICLE XIV – DUTIES OF OFFICERS

- 14.1 **President:** The President shall;
- 14.1.1 Provide Leadership to the FBBC;
 - 14.1.2 Conduct all scheduled and special meetings of the FBBC and the Executive Board;

- 14.1.3 Prepare the written agenda for the Executive Board and FBBC Members meetings;
 - 14.1.4 Countersign checks in the absence of the Secretary or Treasurer;
 - 14.1.5 Sign all contracts and letters of agreement with the approval of the Voting Members;
 - 14.1.6 Represent, or appoint someone to represent, FBBC at an outside function; provided nothing shall be undertaken in the name of FBBC without prior approval of the membership;
 - 14.1.7 Be an ex officio of all committees, except the Nominating Committee; and
 - 14.1.8 Perform other duties as required.
- 14.2 **Vice President:** The Vice President shall:
- 14.2.1 Act in the absence of the President;
 - 14.2.2 Assist the President as requested;
 - 14.2.3 Plan and coordinate a membership campaign;
 - 14.2.4 Welcome parents or guardians of new band students and encourage participation in the FBBC;
 - 14.2.5 Create and update the FBBC membership list;
 - 14.2.6 Maintain a database of all Foster High School band students which shall include their names, addresses, telephone numbers, parent/guardian names, classification and instrument for FBBC use;
 - 14.2.7 Be responsible for the preparation, publication, and distribution of the FBBC directory for each band student;
 - 14.2.8 Furnish mailing labels;
 - 14.2.9 Maintain an accurate record of attendance at the members meetings;
 - 14.2.10 Advise the presiding officer on questions of parliamentary law and method of procedure; and
 - 14.2.11 Perform other duties as assigned by the members.
- 14.3 **Secretary:** The Secretary shall:
- 14.3.1 Record the minutes of all the Members meetings and Executive Board meetings;
 - 14.3.2 Present the most recent Executive Board meeting minutes at each Executive Board meeting;
 - 14.3.3 Read the most recent Members' meeting minutes at each Members' meeting;
 - 14.3.4 Prepare a permanent, paper record copy of all minutes including the monthly Treasurer's report for archive purposes;

14.3.5 Be responsible for all FBBC correspondence, mailings and publicity notices;

14.3.6 Possess the authority to countersign checks.

14.4 **Treasurer:** The Treasurer shall:

14.4.1 Have custody of and account for all funds of the FBBC;

14.4.2 Keep books of accounts and records including bank statements, receipts, budgets, invoices, paid receipts and cancelled checks for seven (7) years or permanently if required by law, such as the IRS 990;

14.4.3 Present any unapproved bills or charges to the FBBC members at the next member's meeting;

14.4.4 Make disbursements as authorized by the members of Executive Board in accordance with the budget adopted by the FBBC and upon receipt of check request;

14.4.5 Keep a list of all money appropriated but not yet paid;

14.4.6 Present a current Treasurer's report at each regularly scheduled Executive Board meeting and at each regularly scheduled member's meeting;

14.4.7 Prepare a permanent, paper record copy of each monthly Treasurer's report for delivery to the Secretary;

14.4.8 Prepare the proposed annual budget for the FBBC based on submissions by each committee chair and submit this budget to the Executive Board for comment and to the members for approval at the August meeting;

14.4.9 Countersign all checks;

14.4.10 Maintain the necessary bank accounts for FBBC;

14.4.11 Oversee the activities of the fundraising treasurer; and

14.4.12 Accurately and timely file all necessary governmental reports and forms to change the registered agent and registered office.

14.5 **Historian:** The Historian shall:

14.5.1 Take or arrange to have taken pictures (still and video) to record band events;

14.5.2 Clip and maintain articles and stories about the band's activities from newspaper and magazines;

14.5.3 Prepare a book that documents the year's events;

14.5.4 Prepare a visual presentation for the Spring banquet; and

14.5.5 Maintain the Band group pictures.

ARTICLE XV - COMMITTEES

15.1 **Standing Committees:** The following committees shall be standing committees and shall be formed each year unless decided otherwise by a majority of the Voting Members:

15.1.1 Fundraising Committee

15.1.2 Hospitality Committee

15.1.3 Loading Committee

15.1.4 Newsletter Committee

15.1.5 Nominating Committee

15.1.6 Phone Committee

15.1.7 Publicity Committee

15.1.8 Website Committee

15.1.9 Scholarship Committee

15.1.10 Special Events Committee

15.1.11 Uniform Committee

15.1.12 Volunteer/Chaperone Committee

15.2 **Special Committees:** The Voting Members may form any special committees deemed necessary.

15.3 **Chairs:** Each standing committee will be led by a chair person who shall be elected by the Voting Members at the annual meeting of the members. The chair of each committee shall be a member of the Executive Board.

15.4 **Committee Members:** The chair of each committee shall recruit (with the help of the Volunteer/Chaperone Committee) members for his/her committee to help accomplish the tasks of that committee.

15.5 **Budget:** The chair of each committee shall submit budget requests to the Treasurer by August 1st each year.

15.6 **Reports:** Each committee chair shall keep a record of its activities and accomplishments and provide that record to the next chair of that committee.

15.7 All committee members shall be Voting Members of the FBBC.

15.8 No senior parent may serve on the Scholarship Committee.

ARTICLE XVI – DUTIES OF THE COMMITTEES

16.1 **Fundraising Committee:** The Fundraising Committee shall:

- 16.1.1 Identify and present recommendations for ongoing and annual fundraising activities for the FBBC to the members for approval;
 - 16.1.2 Plan and implement all fundraising activities approved by the members;
 - 16.1.3 Work with the Publicity Committee to ensure that all fundraising activities are well-publicized; and
 - 16.1.4 Appoint one member of the committee to act as fundraising treasurer. The fundraising treasurer shall:
 - 16.1.4.1 Function as treasurer of approved fund raising activities limited to:
 - 16.1.4.1.1 Preparing a budget for the fundraiser;
 - 16.1.4.1.2 Preparing funds from the fundraiser for deposit; and
 - 16.1.4.1.3 Preparing a check request for expenses of the fundraiser;
 - 16.1.4.2 Keep records of monies earned through the fundraisers and credited to the account for each band student.
- 16.2 **Hospitality Committee**: The Hospitality Committee shall:
- 16.2.1 Procure and provide ice water and cups for band students at each ball game, contest, parade, delivery and for cleaning up litter following same;
 - 16.2.2 Obtain, store and dispense refreshments to the band students at half time of football games;
 - 16.2.3 Provide food for band students during summer band camp and prior to football games and collect money from the students for that food; and
 - 16.2.4 Provide refreshments at other band and FBBC activities as directed by the members.
- 16.3 **Loading Committee**: The Loading Committee shall:
- 16.3.1 Coordinate, supervise, and assist the loading and unloading of band instruments, equipment, etc. at ball games, band contests, parades and all other band functions; and
 - 16.3.2 Deliver and move the pit instruments, drum major stands, etc. to and from the field at ball games and band contest performances.
- 16.4 **Newsletter Committee**: The Newsletter Committee shall:
- 16.4.1 Prepare, publish, and distribute newsletters informing the parents or guardians or band students of timely information concerning the FBBC and the band program and activities.
- 16.5 **Nominating Committee**: The Nominating Committee shall:
- 16.5.1 Prepare a slate of officers and committee chairs for the next school year;

- 16.5.2 Contact the nominees to ensure their willingness to serve; and
- 16.5.3 Present the slate of officers and committee chairs to the members at the annual meeting.
- 16.6 **Phone Committee**: The Phone Committee shall:
 - 16.6.1 Develop a telephone tree to be used to contact FBBC members and other parents and guardians of the Foster High School band students as necessary; and
 - 16.6.2 Contact by telephone the FBBC members and other parents and guardians of the Foster High School band students as requested by the Executive Board or directors.
- 16.7 **Publicity Committee**: The Publicity Committee shall:
 - 16.7.1 Ensure that activities of the FBBC and the Foster High School band are publicized, including in the local newspaper and in the high school;
 - 16.7.2 Work with the Historian to obtain pictures of event activities.
- 16.8 **Web Site Committee**: The Publicity Committee shall:
 - 16.8.1 Oversee the FBBC website; and
 - 16.8.2 Provide content management; i.e. collect data to be added to the website and coordinate with the Web Designer to have it put on the site;
 - 16.8.3 Work with the Historian to obtain pictures of event activities to be posted on the band website.
- 16.9 **Scholarship Committee**: The Scholarship Committee shall:
 - 16.9.1 Develop and publish guidelines and requirements for scholarships awarded by the FBBC;
 - 16.9.2 Prepare scholarship applications for senior band members, presenting applications and requirements to all seniors and setting a deadline for their return;
 - 16.9.3 Choose the recipient of the scholarship by a majority vote of the committee members, and
 - 16.9.4 The chair shall be the confidential liaison between the student(s), FBBC, parent(s) of the recipient(s), Foster High School counselors and the administrators of the funds.
- 16.10 **Special Events Committee**: The Special Events Committee shall:
 - 16.10.1 Help the Vice President prepare, publish and distribute the FBBC directory for each band student;
 - 16.10.2 Recommend a theme and date for the Spring Band Banquet and plan the event;
 - 16.10.3 Implement the plans for the Band Banquet; and

16.10.4 Recommend, plan and implement other special activities approved by the members.

16.11 **Uniform Committee**: The Uniform Committee shall:

16.11.1 Organize and coordinate the issuing, fitting and altering of all band uniforms in a timely manner according to the needs of the directory;

16.11.2 Make repairs to any uniform jackets, pants, hats and hot boxes as needed to keep all in good repair;

16.11.3 Coordinate the issuing and checking in or uniforms for any event where uniforms are required;

16.11.4 Reorganize all uniforms after they are returned from the cleaners; and

16.11.5 Report to the Band Director any uniform needs or emergencies.

16.12 **Volunteer/Chaperone Committee**: The Volunteer/Chaperone Committee shall:

16.12.1 Coordinate volunteer and chaperone needs of the Foster High School Band with the directors;

16.12.2 Recruit volunteers as needed by FBBC activities;

16.12.3 Maintain records of volunteer hours; and

16.12.4 Develop rules to be followed by chaperones.

ARTICLE XVII – FISCAL YEAR AND POLICIES

17.1 **Fiscal Year**: The fiscal year of the FBBC shall begin on July 1st and end on June 30th of each year.

17.2 **Trip Year**: A major out-of-state band trip is scheduled every 4th year.

17.3 **Expenses**:

17.3.1 Expenses may be approved for reimbursement provided funds are designated in the budget for that purpose and are available. However, the Executive Board shall approve in advance any single expenditure over \$50.00 and such approval shall be noted in the Executive Board minutes and the members shall approve in advance any expenditure over \$500.00 and such approval shall be noted in the minutes of the member's meeting.

17.3.2 A check request form and original receipt shall be submitted to the Treasurer for reimbursement within thirty (30) days following the expenditure; provided however, that all check requests and receipts must be submitted by June 15th.

17.3.3 Sales tax will not be reimbursed.

17.4 **Receipts**:

17.4.1 All FBBC monies must be submitted to the Treasurer within fourteen days of receiving them.

17.4.2 The Treasurer must deposit all monies within fourteen days of receiving them.

17.5 **Bank Accounts:**

17.5.1 The FBBC Treasurer shall maintain an account only in FDIC insured financial institution.

17.5.2 To the extent possible, any FBBC account will not be subject to any fees.

17.5.3 All checks issued by the FBBC shall be signed by two (2) of the following:

17.5.3.1 President;

17.5.3.2 Secretary; or

17.5.3.3 Treasurer.

17.6 **Student Accounts:**

17.6.1 Fundraising Monies – Students will raise money through FBBC sponsored events. These monies will be allocated to each student's account and used toward outward expenses; i.e. band trips, camps, etc. on the student's behalf.

17.6.1.1 At the end of each trip year (fiscal year end), all left-over fundraising monies will be credited to the FBBC general fund.

17.6.1.2 If the student graduates or leaves the Foster Band Organization, their monies will be credited to the FBBC general fund upon their departure.

17.6.2 Personal Funding – Student accounts can be funded by personal cash/checks. These monies will be allocated to each student's account and used toward outward expenses; i.e. band trips, camps, etc. on the student's behalf.

17.6.2.1 At the end of each trip year (fiscal year end), all left-over personal funds will be reimbursed to the student upon written request from the parent.

17.6.2.2 At the end of each trip year (fiscal year end), any remaining personal funds not requested for reimbursement will automatically be credited to the FBBC general fund.

17.7 **Tax-Exempt Status:** The FBBC shall maintain tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code.

17.8 **No Benefit of Earnings:** No part of the net earnings of the FBBC shall inure to the benefit of, or be distributed to, its members, officers, executive board or other private persons, except the FBBC shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.

17.9 **Debt Liability:** Liability for debts of the FBBC shall be limited to the property of the FBBC.

ARTICLE XVIII – PARLIAMENTARY AUTHORITY

- 18.1 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall be used to conduct all meetings and shall govern the FBBC in all cases in which they are applicable and in which they are not in conflict with these By-Laws or the Articles of Incorporation.

ARTICLE XIX - INDEMNIFICATION

- 19.1 To the extent permitted by law, the FBBC shall indemnify any one or more of its officers or former officers, committee members or former committee members who was, is, or may be named defendant or respondent in any action, suit or proceeding or any inquiry or investigation as a result of his or her acts or omissions within the scope of his or her official capacity in the FBBC.
- 19.2 The indemnity under these By-Laws includes indemnity against judgments, penalties (including excise and other taxes), fines, settlements and reasonable expenses (including attorney's fees) actually incurred in connection with of such an action, suit or proceeding or any inquiry or investigation.
- 19.3 The FBBC shall indemnify a person only if he or she:
- 19.3.1 Acted in good faith;
 - 19.3.2 Reasonably believed, in the case of conduct in his/her official capacity that his/her conduct was in the FBBC's best interest;
 - 19.3.3 Reasonably believed, in all other cases, that his/her conduct was at least not opposed to the FBBC's best interest; and
 - 19.3.4 In the case of any criminal proceeding had not reasonable cause to believe his/her conduct was unlawful.
- 19.4 The FBBC shall not indemnify a person who is found liable to the FBBC or is found liable to another on the basis of improperly receiving a personal benefit from the FBBC. A person is conclusively considered to have been found liable in relation to any claim, issue, or matter if the person has been adjudged liable by a court of competent jurisdiction and all appeals have been exhausted.
- 19.5 Before the FBBC may pay any indemnification expenses (including attorney's fees), the FBBC must specifically determine (by majority vote of the members at a special meeting called for this purpose) that indemnification is permissible, authorize indemnification, and determine that expenses to be reimbursed are reasonable.

ARTICLE XX – DISTRIBUTION OF INCOME

- 18.1 Upon the dissolution of the FBBC, the Executive Board, after paying or adequately providing for the debts and obligations of the FBBC, shall distribute the remaining assets to one or more non-profit funds, foundations or organizations which have established their tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XXI – AMENDMENTS TO BY-LAWS

- 21.1 The members may amend these By-Laws at any regularly scheduled meeting of the FBBC by a two-thirds vote of the members present and voting. Notice of the proposed amendments shall have been sent to the Voting Members at least fifteen (15) days prior to the meeting at which the vote is taken.
- 21.2 The members may appoint a committee to submit a revised set of By-Laws as a substitute for the existing By-Laws only by a majority vote of the FBBC, or by a two-thirds vote of the Executive Board. The members shall adopt any revised By-Laws in the manner provided in section 21.1.