

2010-2011 DHS Band Booster Club Elections

Yes, I am interested in running for a position on the DeSoto High School Band Booster Executive Committee.

I understand that there may be additional duties assigned to me and that I am expected to attend all monthly Executive Committee and Booster meetings.

I also understand that to hold an Executive Committee position my Student's account must be in good standing and that I must have prior participation in Band activities and/or Booster meetings. I also understand that all nominees will be approved by Mr. Calvert prior to the election of officers.

*Incumbents are shown next to the title

President: **Chris Smith**

The President shall preside at all general membership meetings of the Club and at all meetings of the Executive Committee, and shall perform the duties usually assumed by a presiding officer, and such other duties as may be prescribed by the Executive Committee from time to time. *(Time required: moderate; heavy during Classic and moderate during registration, UIL Solo & Ensemble, spring trip preparation and band banquet)*

Vice President: **Candy Bradshaw**

The Vice President shall have charge and custody of the Classic Marching Contest committee. The Vice President shall also be the assistant to the President in all activities. In the absence of the President or in the event of his/her inability or refusal to act, the Vice President shall perform the duties of the President. The Vice President shall perform other such duties as assigned by the President or the Executive Committee. *(Time required: fair; heavy during Classic)*

Secretary: **Open**

The Secretary shall keep an accurate record of all executive committee meetings, called meetings, and regular membership meetings, take care of the correspondence, and in general perform all duties incident to the office of Secretary. In addition, the Secretary will be in charge of the band roster (including student and parent contact information). The Secretary shall perform other such duties as may be assigned by the President or the Executive Committee. *(Time required: fair; moderate during registration)*

Treasurer/Student Accounts: **Carol Smith**

The Treasurer/Student Accounts shall have charge and custody of and be responsible for all funds of the Club, receive and give receipts for monies due and payable to the Club, deposit all such monies in the name of the DeSoto Band Boosters Club, Inc. in such banks or other depositories as shall be selected by the Executive Committee, and disperse those funds as needed by the Club with an accounting of receipts and disbursements at each monthly meeting. The Treasurer and Assistant Treasurer shall be responsible for all the records that pertain to student accounts for the DHS band students. They -will establish and maintain a record of all monies distributed into student accounts. The Treasurer shall perform other such duties as may be assigned by the President or the Executive Committee. **Must be proficient with Excel spreadsheets and macros.** *(Time required: moderate; heavy during registration, Classic, fundraisers and spring trip preparation)*

Assistant Treasurer/Student Accounts: **Open**

The Assistant Treasurer shall be responsible for all the records that pertain to student accounts for the DHS band students. They -will establish and maintain a record of all monies distributed into student accounts. The Assistant Treasurer shall perform other such duties as may be assigned by the President or the Executive Committee. **Must be proficient with Excel spreadsheets and macros.** *(Time required: moderate; heavy during fundraisers and spring trip preparation)*

Head Chaperone: **Open**

Head Chaperone shall be responsible for organizing and scheduling all adult chaperones for all away football games, band competitions, band trips and any other such band event as so directed by the DHS Director of Bands and/or his staff. The Head Chaperone shall perform other such duties as may be assigned by the President or the Executive Committee. *(Time required: moderate; heavy during football season and spring trip)*

Uniforms: **Pamela Sims**

Head Uniforms/Spirit Wear shall be responsible for the distribution and collection of marching band uniforms, tuxedos and all associated accessories. In addition, Head Uniforms/Spirit Wear will be responsible for coordinating the ordering of concert dresses. Sales and orders for all booster club related clothing items (shirts, caps, and jackets) shall also be under the direction of Head Uniforms/Spirit Wear. Head Uniforms/Spirit Wear shall also perform other such duties as may be assigned by the President or the Executive Committee. *(Time required: moderate; heavy during registration, football season and start of concert season)*

Fundraising - Eagle Concessions: *Open*

Head Fundraising – Eagle Concessions shall be responsible for all the activities that pertain to the DHS band concession stand at Eagle Stadium. These activities include all those associated with managing the concession stand for all home games, band competitions and any other such band event as so directed by the DHS Director of Bands and/or his staff or the Executive Committee. These duties include, but are not limited to, scheduling and notifying all volunteer workers and working with third party vendors. Head Fundraising – Eagle Concessions shall also provide accurate records of all activities for the Treasurer/Student Accounts. Head Fundraising – Eagle Concessions shall perform other such duties as may be assigned by the President or the Executive Committee. *(Time required: fair; heavy during football season and UIL Solo & Ensemble)*

Fundraising - Major Events Concessions: *Open*

Head Fundraising – Major Events Concessions shall be responsible for all the activities that pertain to working the concession stand at the Dallas Cowboy Football games and other major events. These duties include, but are not limited to, scheduling and notifying all volunteer workers. Major Events Concessions shall also provide accurate records of all activities for the Treasurer/Student Accounts. Head Fundraising – Major Events Concessions shall perform other such duties as may be assigned by the President or the Executive Committee. *(Time required: fair, moderate during Cowboy football season)*

Fundraising - Other: *Aileen Cox*

Head Fundraising - Other shall be responsible for providing fundraising events for the DHS band program throughout the year. Duties shall include, but are not limited to, scheduling, evaluating and promoting fundraising events, collecting all monies and providing accurate records of all activities for student accounts. All fundraising monies shall be turned over to the Treasurer or Assistant Treasurer for deposit. Head Fundraising - Other shall also perform other such duties as assigned by the President or the Executive Committee. The Head Fundraising - Other may appoint an Assistant Head Fundraising - Other to assist with the Head Fundraising - Other's duties and act in their behalf in the Head Fundraising - Other's absence. The Assistant Head Fundraising - Other is not an Executive Committee position unless acting in behalf of the Head Fundraising – Other. The Assistant Head Fundraising - Other must be approved by the Executive Committee. *(Time required: fair, heavy during fundraisers)*

Webmaster & Publicity: *Webmaster: Carol Smith & Publicity: Open*

The Webmaster/Publicity shall be responsible for maintaining or overseeing the maintenance of the DeSoto Eagle Band web site. This includes, but is not limited to, page design, information content, calendars and graphics. This position will also be responsible for reporting band events/stories to local newspapers, as well as maintaining the photo album section on the web site. The Webmaster shall also perform other such duties as prescribed by the President or the Executive Committee. *(Time required: fair for Publicity, heavy for Webmaster)*

Color Guard/Winter Guard: *Bridgett McClendon*

Color/Winter Guard shall be responsible for assisting the DHS Color Guard Director. Responsibilities may include chaperoning, planning, organizing and overseeing all Color Guard/Winter Guard necessities for all football games and Winter Guard competitions as so directed by the DHS Director of Bands and/or his staff. The Color/Winter Guard will be responsible for seeing that the Color Guard/Winter Guard operates under the same umbrella as the rest of the DHS Band and that all Color Guard/Winter Guard participants are included in all band fundraisers and activities. Color/Winter Guard shall perform other such duties as may be assigned by the President or the Executive Committee. *(Time required: fair)*