



Spring 2024 – LHS & MHS Board Positions

Calling all parent volunteers! The LHS Band Boosters and MHS Band Parents need your support for the 2024-2025 Executive Board elections for each of their respective parent groups. Nominations are open now thru the end of April with elections planned for the May meeting of each organization. Additional details to follow on email for time and day of the elections. All positions on each board are part of the HVMB Steering Committee as well. The following positions are up for election this spring and follow the specific bylaws of the LHS and MHS booster groups:

<u>Lakeland Band Boosters</u> <i>Elected positions are a 2-year term</i> Email nominations to both: Jeanine Gustin (jeaninegustin@gmail.com) & Mike Flory (hvensembles@gmail.com)	<u>Milford Band Parents</u> <i>Elected positions are a 1-year term</i> Email nominations to both: Mike Biga (mrbiga@comcast.net) Kristen Ambrosiewicz (klambrosie@gmail.com)
<ul style="list-style-type: none"> • President • Vice-President • Treasurer • Volunteer Coordinator • Fundraising Chairperson 	<ul style="list-style-type: none"> • President • Vice-President • Secretary • Treasurer • Volunteer Coordinator • Fundraising Chairperson

Additional positions that are appointed by each of the boards include: Concessions Coordinator, Props/Equipment Crew Coordinator and coordinators for specific fundraisers that work closely with the chairperson(s).

President – The President oversees the executive board and Booster organization. They schedule and run Board and Booster meetings. The President is the spokesperson for the organization and is the liaison with the Band Director and the School Administration. The President provides assistance and guidance to establish committees, support for Chairpersons and to be present at a majority of the activities. Overseer of the budget and financial accounts.

Vice-President – The Vice-President shall assume the responsibilities of the President when the President is absent or unable to serve and offers support to the President and to all board members and Committee Chairpersons as requested. Acts as the Parliamentarian and Sargent-at-Arms during meetings.

Secretary – The Secretary is responsible for all communication to the Boosters, as well as recording and transcribing minutes at all Board and Booster general meetings. The Secretary is responsible for moderating any social media, collaboration platforms and serving as administrator of the email distribution. The Secretary is responsible for the collection, review, and ensuring proper submission of all required forms.

Treasurer – The Treasurer shall have the responsibility for maintaining all financial record for the booster organization, present financial reports at all meetings, work with the Director to establish the annual budget, coordinate the preparation of the annual tax return and oversee financial responsibilities of all student accounts.

Fundraising Chairperson – The Fundraising Chairperson is responsible for recruiting and working with the Fundraising Coordinator for each fundraiser held by the band, for the execution of the band sponsorship program, and generating new fundraising events as needed to support the band budget.



Volunteer Coordinator – The Volunteer Coordinator shall coordinate Chaperone volunteers, monitor volunteer hours, solicit volunteers as needed for events and make use of technology (i.e. SignUp Genius) to efficiently organize volunteers.

Committee Member (MHS Only) – The Committee Representative is a volunteer position from the MHS Band Parents as an At-Large representative to the Huron Valley Marching Band Steering Committee. They provide an additional voice of the group to aid in the operations management, financial planning and fundraiser planning. The position is a volunteer position unless multiple volunteers come forward in which a run-off election will be held by the MHS Band Parents. In the event no volunteers come forward, the position will be appointed by the MHS Board.