

# WSMB FAQ

## **What does the board do?**

Supports all music programs across the district. This includes all grade levels Some examples are marching band, color guard, indoor percussion, wind ensemble, concert band, orchestra, chorus, musical help where needed, move up days, parades, bands in the stands, senior night and jazz fest.

## **How much time does it take?**

It varies by position. Some positions are as-needed. Some are just a couple hours a month. Some are a few hours per week. Keep in mind, family and careers come first.

## **How often do I need to “be at band”?**

2 times a month. Once for the exec meeting and once for the general meeting. Exec meetings are 1.5 to 2 hours long.

## **Do I have to come to every practice?**

No. But you do have to come pick up your child at the end of practice 😊

## **Do I have to come to every performance?**

No.

## **Do you have an overview of each role?**

### President

- Works in with the vice-presidents
- Works with directors
- Oversees all exec board positions.
- Oversees all committee positions (grams, uniforms, spirit wear, website, etc)
- Creates meeting agendas.
- Facilitates all meetings.

### VP's

- Works in tandem with the president
- Works with directors
- Handles registration, registration fees, med forms and commitment forms (this also includes trips for HS & MS)
- Works in charms to bill and charge for trips and registrations, including the use of student credits Deposits fees and such Support the directors with odds and ends - this included Disney, NY, Hershey Sign checks for treasurer (2 sig required)
- Initial budget creator and then meet with the board to adjust
- Monitor the overall budget throughout the year

### Fundraising

- Handles monthly fundraisers with support from the board (plans, collects, distributes)
- Deposits fundraisers
- Works in charms to add student credits

- Schedules the large fundraisers - car wash and flower sales

#### Financial Secretaries

- Supports all positions within the board - the hope of this role is to support fundraising coordinator, as well as others as needed with tasks

#### Secretary

- Keep detailed notes from meetings
- Make copies of the notes to be reviewed at next meeting
- Upon approval of the meeting notes email to the website coordinator for them to be loaded on website

#### Treasurer

- Keep financial records for all income and expenses.
- Pay bills, expenses and reimburse those needed.
- Create monthly financial reports.
- Keep close eye on spending and income in regard to budget.

#### Programs

- Coordinates 2 outdoor shows in fall
- Coordinates indoor show
- Coordinates jazz festival
- Coordinates winter wonderland
- Works with competitive circuit representatives
- Attends KIDA meeting