

## **WEYMOUTH MUSIC BOOSTERS**

### **ANNUAL MEETING NOTICE**

As we end the school season, we hope you and your students will attend the *Annual Awards Dinner on Wednesday, June 5, 2019 from 5:30-9 pm. Please make note that this year the dinner will be located at the Maroon Cafeteria.*

**Our annual meeting this year is scheduled for the second Monday in June, June 10, 2019, at 7:00 p.m., at WHS, Band Room, maroon side.** Please consider attending.\*

As required by Articles of the Organization, notice of the date and time of the annual meeting is given above. The following is a slate of officers that have expressed an interest in serving on the Board at this time. Also provided is a description of the offices. Any member can serve as an officer and does not need to be on the slate to be nominated for a position. Also, any member can run for an office, even if a person has previously expressed an interest in said position. Said person would have to attend the annual meeting.

#### **Slate of Officers and Chair Positions:**

**President: Jessica Baker**  
**Treasurer: Kim Ralston**  
**B&C Director: Dave Baker**

#### **Other positions that need to be filled:**

**Vice-President**  
**Clerk**  
**Publicity/Social Site Chair**  
**K-12 Chairperson**

#### **Description of Offices:**

##### **President**

The President of the WHS Chapter shall preside at all meetings of the WHS Chapter and Executive Committee and direct, with the advice of the Executive Committee, the work of the Chapter. He/she shall appoint all subcommittees except as otherwise provided and shall serve as a member ex-officio on all sub-committees. He/she shall employ all necessary assistance, subject to the approval of the Executive Committee, for the carrying out of the Chapter's work; and shall direct the functioning of the Chapter and direct the calling of regular meetings of the Chapter.

##### **Vice-President**

The Vice-President shall preside at all meetings of the WHS Chapter in the absence of the President and shall perform all duties and have all powers of the President in case of temporary absence of the President. The Vice-President(s) shall also be the Chairman of the Fundraising Committee. See Article V Section C.

### **Secretary**

1. The Chapter's Secretary shall keep a written record of the proceedings of all meetings of the Association's Chapters and Executive Committee. In the absence of the Recording Secretary, a Recording Secretary Pro-Tem shall be appointed by the President.
2. The Chapter's Secretary shall also carry on the correspondence of the WHS Chapter. The Secretary shall maintain a membership list including email and phone #'s for all registered members of their Chapter. The Secretary shall notify each member in good standing, by email of the Annual Meeting at least two weeks before the date of the meeting. This notification shall include, if available, the slate of officers and Chairpersons of the various standing committees to be presented by the Nominating Committee.

### **Treasurer**

The Treasurer of the WHS Chapter shall have custody of all funds belonging to the Chapter, pay all written orders incurred by the Chapter which have been approved by the President and/or Executive Committee and shall procure and file vouchers for such payments. The Treasurer shall submit a report to each regular meeting of the Chapter and to the President or Executive Committee at any time either shall so request. The Treasurer shall also submit his/her account for auditing prior to the Annual Meeting as provided in Article VI, Section C. The Treasurer of the WHS Chapter shall also maintain a separate account for the use of the band director/chorus director to be used at the discretion of the band director/chorus director for afterschool extra-curricular activities. For the time being the Treasurer will also have custody of all other WMB Chapter funds.

### **Publicity/Social Site Chair**

The Publicity/Social Site Committee will publicize the activities of the Chapter and maintain a calendar of events. It shall assist other committees as necessary.

### **K-12 Chair (informal position)**

In 2018 the WMB introduced their K-12 program in which the goal was to establish a town wide WMB with a total of 10 Chapters. As of the annual meeting, 3 chapters have been established: the WHS, Middle School, and Seach Chapters. The K-12 Chairperson would be responsible for keeping a town-wide calendar music events to be placed in the WMB website; and introducing the program to other parent councils if they indicate an interest.

### **B&C Director (informal position)**

The Bottle and Can Director operates the Bottle and Can continuous fundraiser from Rogers Marine in Jackson Square, Weymouth.

*\*Pursuant to the by-laws only registered members for 2017/2018 may vote for officers, but you do not have to be a registered member to be nominated for office for the following school year.*