

LCMSBPO
(Lyons Creek Middle School Band Parents Organization)



2021-2022

Dear Band Parents:

The Lyons Creek Middle School Band Parents Organization (**BPO**) was formed in 2003 to help Mr. Hammond provide an A-rated band program. Your help and support is vital to the success of our organization. Six meetings (about an hour each) and are held in the band room in Sept., Nov., Jan., March, May, and June. If you are able to volunteer some of your time, either as a board member or volunteer, please email Mr. Hammond.

Meeting dates for the fall are currently scheduled September 23 and November 18 at 6:30 PM.

Below is a brief description of board positions whose members attend all five meetings.

President: Oversees the organization and coordinates with Mr. Hammond, the board members, and volunteers to implement the agenda: concerts, fundraisers, field trips, etc.

Vice President: Votes on budget and helps the president whenever needed, learns the president's duties, and usually assumes the president position the following year.

Treasurer: Oversees collections and deposits from concert refreshment sales and fundraisers for professional clinicians who assist Mr. Hammond. Keeps and manages the budget (spreadsheet).

Secretary: Types meeting minutes and sends a copy to board for review and acceptance. Minutes must be kept in case of audit as we are registered with the state as a not-for-profit group.

Uniforms: Sizing and packing tuxedos for advanced students and helping before performances.

Programs: Twice a year for concerts. Information and template provided by Mr. Hammond.

Video/Pictures: Take pictures, video, and audio recordings at band events.

Concert Set-up/Tear-down: Set up/break down chairs and stands, usually assisting high school students.

Refreshments: Purchase and sell/distribute candy, water, shout outs, raffles, etc. at all band events. Verify receipts.

Chaperone: Attend events and field trips. Assist with feeding, hydrating, dressing, escorting, and overall management of students. Assist with transporting band equipment