

CYPRESS BAND AND PAGEANTRY BOOSTER CLUB

JOB DESCRIPTION: *President*

1. Preside at all meetings of the general membership and officers.
2. Sign or authorize the signing of all contracts and all other instruments or equipment purchases, in writing, following bidding procedures, with approval of the general membership.
3. Be authorized to co-sign on Booster Club accounts.
4. With the approval of the Booster Club officers, appoint all chairpersons of standing committees and special committees whose appointment or election is not otherwise provided for in any of these bylaws.
5. Be apprised of all projects and affairs of the Booster Club.
6. Call special meetings.
7. Prepare and distribute a monthly agenda.
8. Be an ex-officio member of all committees, except the nominating committee.
9. Perform other duties pertaining to the office.