

MMMB Booster Committee Descriptions 2017

Balloon Launch

Balloon launch happens the morning of the last competition in October. Students and staff write notes on cards, put cards in helium balloons and launch the balloons. This committee is responsible for purchasing balloons and obtaining note cards.

Band Banquet

Determine caterer/food, create flyer, get senior gifts, decorate the Commons and host the annual banquet in May.

Band Camp

Sets up shade areas, provides water and snacks, and administers First Aid each day at In Town Band Camp.

Band Camp Activities

Responsible for scheduling and managing evening activities during band camp. This committee works with Band Camp Coordinator(s).

Band Stand Marker

Put the band stand seat covers on the bleachers before home football games (by 6:30pm) and seat markers for the parent seat rows.

Buzz Book

Compile names, addresses, email addresses from registration forms into a document.

Communication

Communicate all pertinent MMMB information to band families via Facebook, Twitter, and text. This individual will also work with the Website Coordinator.

Craft Fair

Establishes the Craft Fair date, communicates and works with the school, crafters and vendors, manages the registration process, and organizes setting up, running, and breaking down the Craft Fair.

Craft Fair Advertising

Works with Craft Fair Coordinator to advertise across a variety of media sources (flyers, yard signs, social media, radio, print) to bring in vendors and shoppers.

Craft Fair - Book Booth

Collects used books and sets up and helps run a booth at the Marquette Craft Fair in October.

Craft Fair Food

Works with Craft Fair Coordinator to plan, cook and sell food at the Craft Fair.

Craft Fair Parking

Works with Craft Fair Coordinator to recruit and organize volunteers to direct Parking in the high school lot for the Craft Fair. Includes coordinating with students to hold signs at the school entrance to attract customers.

Eighth Grade Night

Responsible for getting food, setup, serving, and cleanup on 8th Grade Night. This is usually in September and is held in the Commons.

Finance Team

Handles all deposits, payments, student accounts. Pick up forms and payments regularly from the black box. Responsible for monthly budget reporting.

First Aid

Restocks supplies in both first aid bags in late May and restocks throughout season. This individual needs to be available the first day of Rookie Camp and the first day of regular Band Camp. A medical background for this position would be helpful.

Freshman Coordinator

Creates a handout to give to freshman parents at orientation with helpful websites, tips, and Freshman Coordinator's email address and phone number. Talks to freshman parents during the April MMMB Kickoff meeting, and field phone calls over the spring and summer from parents with questions.

Fundraising

Works with different fundraising suppliers throughout the year to offer students an opportunity to sell items (such as Entertainment Books, cookie dough, butter braids, etc) to earn money for their individual band accounts. Arranges 'dine out' fundraiser nights at local restaurants to help make money for the general band fund.

Hydration/Snacks

Provides water and snacks to the band members at all competitions and home football games.

Picnic Team

Reserves a park pavilion, purchases meat and supplies, organizes volunteers to cook, creates communication for students and families (everyone brings a dish), set up, and cleanup.

Prop Building Committee

Works with Mr. Minor to build and maintain props that are used on the field at band competitions. Light carpentry/mechanical skills are helpful. The committee can also use people with no carpentry/mechanical skills to assist in the building process. This is a fun and creative committee.

Scholarship Coordinator

Responsible for the coordination of the annual scholarship request form, collection of forms, and selection of the scholarships to be given out to those families. During the fall and into January for Trivia night, the committee works with each receiving family to coordinate and track the required volunteer work for the scholarship requirements.

Student Pictures, Football Program

Responsible for coordinating with a photographer to have photographs taken of the full band/guard, sections, individual pictures, and senior group picture for use in the Football Program, Yearbook, and purchase by families. Also coordinates the photographs and ads that MMMB purchases to be placed in the Fall Marquette Football Program.

Senior Night

Responsible for coordinating with photographer to have enlargements made of senior photos, hanging the senior photos in the football stadium before football game, purchasing and pinning corsages and boutonnieres for each senior student.

Spirit Wear

Handle parent and student orders of spirit wear; create flyer and order form, have samples available for April meeting.

Transportation/Travel/Pit Crew

Responsible for moving percussion equipment and props on and off field at football games and competitions, loading and unloading equipment to/from trailer and box truck for competitions, assembling, and disassembling props at competitions.

Trivia Night

In charge of planning, organizing, and running the annual Trivia Night.

Trivia Night – Silent Auction

Solicit donations, organize donations into baskets, create page for each basket for written bids.

Uniform Team

Works throughout the marching band season to fit and alter uniforms, distribute uniforms before competitions and football games, help with any last minute uniform problems, check-in and organize uniforms after competitions and football game, get uniforms ready to be loaded on truck for competitions. No sewing skills are necessary.

Video/Historian

Takes pictures and video of the kids during summer camp, Friday night football games, and band competitions. At the end of the year, the committee will put together a photo and video montage of the year in review set to some cool tunes!

Volunteer Coordinator

Create sign-up sheets for all the volunteer positions for the April parent meeting. Collect all the sheets and create the Volunteer sheet. Send list to all band boosters. Note any positions not filled and work with President and Band Director to recruit other volunteers.

Website

Responsible for maintaining the Marquette Band website, including the schedule, and any forms/flyers/documents.

***** A committee Coordinator is responsible for contacting all committee volunteers to plan and organize their committee. *****