

President, MPA

Purpose:

The president shall preside at all meetings, appoint all committees (except nominating), and shall be ex-officio of all committees or appoint Vice-President(s) in his/her place. It is the duty of the president to ensure that all projects coming from MPA are implemented in a timely manner, have adequate volunteers to accomplish the task and that the overall project reflects the goals and vision of the Music Program. The president does not have to work on all projects, but should be willing to step in and assist if needed. The president should serve as the primary representative and spokesperson for the organization. Any controversial issues, meetings and or topics needing representation, the president should take an active role and attend said meetings or appoint someone to represent MPA. To assist the Music Directors and the Music Parents Association Executive Board with the programs as directed, including the responsibilities listed below:

- Supervise, direct and control the business of the Association
- Provide notice of all meetings of the members and of the Executive Board.
- Preside at all meetings of the members and the Executive Board.
- Supervise all Board Members, appointees and committees.
- Ensure compliance with Music Parents Association, Bylaws
- Attend, or appoint attendee at the DASD board meetings
- Appoints all chairpersons of standing and special committees, subject to approval of the Executive Board.
- Acts as liaison between the Music Directors and the Association;
- The President is able to cosign checks with the Treasurer and/or the Vice Presidents, except when checks are made payable to the President or his/her spouse. The President shall not sign a check without reviewing and initialing the supportive invoice and/or receipt.
- Oversee all chairpersons as necessary, making sure they have help if needed.
- Frequently works with webmaster and music directors to communicate all music events/fundraisers to parents.
- Oversee communication/documents to ensure they represent the mission/purpose and professional reputation of the music programs.
- Planning, scheduling and running monthly MPA meetings
- Holding additional MPA board meetings as needed
- Overseeing the development and execution of the budget (working with directors and coordinators) and ensuring that MPA operates enough concession and fundraisers to cover expenses