



President

The President shall be the principal executive officer of the organization and, with the knowledge and approval of the Executive Team, shall in general supervise and oversee all the activities of the organization. The President shall be a member of the Executive Team and, when present, shall preside at all meetings of the Executive Team and all meetings of the membership. The President shall vote only in the case of a tie in a vote of the Executive Team or the membership. If requested by the Vice President, assist the Nomination Team to identify potential Team leaders and Chairpersons of all Special Teams and serve in an advisory, non-voting capacity as a member of all Teams of the organization.

Specific Duties of the President:

- Guide and direct the IBCF, presiding at all meetings: regular, special, and Executive Team.
- Prepare the agenda for all meetings and in this way guide the focus and direction of the Foundation.
- Ensure all meetings are conducted in a manner consistent with the By Laws and parliamentary authority adopted by this Organization.
- Act as an “ex-officio”, non-voting member of all Teams, except the Nominating Team. The President shall only vote in the event of a tie.
- The President serves as the primary liaison for the IBCF with the Band Director and will oversee all Booster activities and correspondence with outside parties.
- The President shall create any special Teams deemed necessary to fulfill the objectives of the IBCF.
- As soon as is practicable after elections, the outgoing President will introduce the newly elected President to Ironwood’s Assistant Principle of Athletics and Clubs. At this introduction, the newly elected President will provide:
 - a list of the new officers and their contact information
 - A list of proposed fundraisers for the following year so the administration may determine whether any action is required by them.
- Renew membership with Parent Booster USA in December of each year.
- Ensure all required filings are filed on time by the respective officers.
- File an Annual Report online with the Arizona Corporation Commission according to the deadline for the IBCF as published on their website.