

## **Committees:**

### **Executive Committee head of Committees:**

First Vice-Chairman: The First Vice-Chairman shall assume the duties of the Chairman in presiding over meetings in the absence of the Chairman, coordinate the activities of all the standing committees and **any other such committees as the Chairman might establish, assist the Chairman in the selection of effective committee chairmen, assure that the committees are performing their activities, keep the Chairman informed on activities of the various committees, and shall perform other duties as assigned by the Committee.**

If you have experience, passion or ability that would benefit one or more of these committees, please place a check mark next to the committee. The Executive Committee will review and contact you with more details regarding your service.

### **Standing Committees**

- 1. Rules Committee
- 2. Finance Committee
- 3. Audit
- 4. Fundraising and Events (Linda Beber, Chairwoman)

Duties: The Fundraising Committee's job is not simply to raise money. Instead, the Fundraising Committee is responsible for overseeing the organization's overall fundraising done at the direction of the Executive Committee. To accomplish this, its responsibilities are:

- a. To work with Executive Committee to establish a fundraising plan that includes an annual Lincoln-Reagan Dinner and other events for approval by Executive Committee.

- b. To take the lead in certain types of outreach efforts, such as chairing a dinner/dance committee or hosting fundraising parties, etc.
- c. To be responsible for involvement of all Executive Committee in fundraising, such as having Executive Committee make contacts to ask for support, and
- d. To monitor fundraising efforts to be sure that ethical practices are in place, that donors are acknowledged appropriately, and that fundraising efforts are cost-effective.
- e. Calendar

**Additional Committees Chairwoman may appoint:**

- 5. Membership – Function is to increase membership, hold membership drive for new and renewal, and confirm contact information
  - a. Voter Registration, Education and Get-out-the-Vote drives (at public events throughout the county)
- 6. Legislative Committee (report on legislative activity during sessions)
- 7. Program Committee (Speakers/Locations)
- 8. Public Relations Committee:
  - a. Communications (Jim, Jimmy, and I are currently only authorized members)
  - b. Website and social media (Jimmy and I are currently only authorized members)
  - c. Public Relations (i.e. Ambassadors and public perception of organization) This is a great idea for a few within the group to make appearances to other organizations, events representing the RPGC, maybe similar to the Chamber Ambassador committee who wear the red jackets)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_