

MEMBERSHIP COMMITTEE

This standing committee shall consist of three members, each serving a three-year term. The Organizer shall serve as Advisor.

The duties of this committee shall be to:

1. Be familiar with the Membership Tool boxes and Membership Resources found on the International Chapter website.
2. Receive and review a contact list of all chapter Membership Committee chairs, as provided by the Provincial Board.
3. Provide local chapters with resources and strategies aimed at membership growth. This will include the monthly membership newsletter and “Hot Spot” provided to the Membership Committee from the Regional Membership Contact from International Chapter.
4. Send all correspondence to the Provincial President for approval prior to distribution. The Organizer, as Advisor to the Membership Committee, shall be copied on all correspondence and/or emails forwarded to chapters.
5. Plan a “Membership Moment” to be presented at the Fall Reciprocity Bureau meeting.
6. Work with the Reciprocity Bureau to ensure any unaffiliates in the Manitoba-Northwest Ontario Provincial Chapter are invited to the fall and spring Reciprocity lunches.
7. Together with the Organizer, ensure the Membership Resources on the Provincial website are up to date.
8. Hold two meetings a year.
9. Ensure a copy of the Membership Committee’s report is included in the Proceedings of the Convention of Manitoba-Northwest Ontario Provincial Chapter. Email **a typed report** to the Provincial Secretary four (4) weeks prior to Convention, or as soon as possible.
10. Become familiar with the bylaws of Manitoba-Northwest Ontario Provincial Chapter pertaining to this project. See Article V Section 1D.
11. Prepare a display for Convention, making certain that all material used is current.

Chairmen of Provincial committees are members of Convention and are entitled to a vote. Provincial Chapter shall pay for Convention meals, excluding banquet, for chairmen of Provincial committees. Provincial Chapter shall pay necessary expenses as authorized by the Executive Board. These receipts shall be submitted to the Provincial Treasurer prior to Convention.