

RESPONSIBILITIES OF THE SITE COMMITTEE

Bylaws: ARTICLE X, Section 16

Chair – Appointed by the President

The Committee shall consist of a chair, the Senior Vice President, the Treasurer and two (2) members appointed by the President. The Executive Office Manager shall be invited to attend all meetings.

1. The function of this Committee is as follows:
 - a. To recommend a selected site for the Annual Workshop and the Annual Convention of the Association to the Executive Board.
 - b. To investigate and consider potential site suggested by the Executive Board.
 - c. To review all contracts, item by item, prior to any approval of same.
 - d. To act as the liaison between the selected site management and the Association.
 - e. The Chair shall attend meetings as requested by the Association President
2. The President of the Association shall notify the management of the site chosen by the Executive Board.

Revised March 2009

What may seem like wasted space in this spot is intended to provide integrity to the material on the pages following.