

3. President appoints the Chair and along with the other members of the Executive Committee appoints two additional members at the September meeting for the years with election
4. Committee presents the official ballot at the October meeting

D. Programs

1. Chair or co-chair by the Vice President.
2. Shall be responsible for the June picnic, the year-end holiday luncheon and programs for the monthly meetings

E. Trips

1. Coordinates all trips taken by the organization, external with venues and vendors and internal with members
2. Collaborates with Executive Committee on costs and logistics.

F. Sunshine

1. Extends appropriate courtesies of the organization as the occasion dictates. On the event of the death of a member, a donation of twenty-five (\$25) shall be sent to the charity of the family's choice

Special Committees / Postions:

A. Publicity Committee

1. Develops and maintains a forum (such as social media, website, etc.) for external promotion
2. Creates a monthly flyer for distribution and posting
3. Contacts newspapers on upcoming events

B. Refreshment Committee

1. Coordinates with the President and Vice-President on the procurement of refreshment for the monthly meeting
2. Serves refreshment at meeting and cleans up after meeting

C. Birthday Breakfast Committee

1. Collaborates with the President on the venue of the birthday breakfast