

Twin County Chamber of Commerce  
Membership Services Committee Charter

Mission: To provide direction and management of chamber membership management, investment dues, and membership event coordination.

Type: This will be a standing/permanent committee as defined by the current By-Laws, Article XI, Section 3.

Primary Duties and Responsibilities:

- Recommend on an annual basis, an investment schedule to the Officers committee.
- Provide assistance to Executive Director for membership services and events.
- Coordination with Executive Director of Annual Chamber Meeting.
- Manage Chamber Membership list.

Membership: This committee is appointed by the President of the Board of Directors in advice of the Board of Directors and the Executive Director. The committee must have at least one officer and may also include representatives of the chamber membership.

The President of the Board of Directors will select the Committee Chair on an annual basis or as needed. The Committee Chair is required to be a member of the Board of Directors. The Executive Director serves on this committee as a non-voting member. Subject committee membership list will be maintained by the Executive Director.

Meetings: The committee will meet at the request of the Committee Chair at discretion or at the advice of the Executive Director. Reports from committee meetings will be provided to the Board of Directors on a monthly basis, verbally or in writing.

Quorum: A majority vote by subject committee members will be required for a recommendation to be approved.

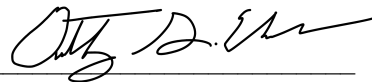
Modifications: This charter will be reviewed at the discretion of the Board of Directors.

Dissolution: In the event that the committee is no longer a function of the Board of Directors. The duties and responsibilities will be given to the Officers Committee.

Date of Adoption:

January 22, 2019  
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Twin County Chamber of Commerce Board President:

  
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January 22, 2019