

MEMBERSHIP COMMITTEE

General Description

This standing committee surveys the current interests and concerns of the membership, encourages participation in SCA activities and programs, and solicits new members.

Composition and Terms of Office

The Committee is chaired by the Membership Director. Other members of the committee are appointed by the chair, with the exception of the President, who is an ex-officio member. Terms of committee members and chair shall end concurrently with the term of the President.

See also Section 2-7: Membership Director.

Responsibilities

1. Solicits new members among individuals and organizations, and encourages participation by members in the activities of SCA.
2. Prepares a list of non-renewals immediately after August 1st and contacts non-renewals to encourage them to renew their memberships.

In discussing the advantages of SCA membership, the following three points might be made when contacting non-renewers:

- a) Only members receive the SCA Newsletter.
 - b) Only members are eligible for member registration rates at AGM and other programs
 - c) Only members are listed in the annual SCA roster.
3. Maintains and updates the membership brochure and collects membership brochures from other similar organizations. Submits for Board approval any changes in the format of the brochure.
 4. Provides copies of the current membership brochure for all SCA functions. The Membership Committee is responsible for keeping informed of dates and organizers of upcoming events and, in conjunction with the Outreach and Publicity Committee, for sending the brochure in time for distribution at such events.
 5. When requested by Board, oversees the membership survey to monitor shifts in member interests and concerns, and reports findings to the Board, and to the membership through the Newsletter. The topic of the survey is set and approved by the Board. The Membership Committee works with other committees, as needed, to produce, assess, and report the results of the survey.
 7. Recommends SCA membership in other appropriate professional associations, and solicits exchange memberships, with the Board's approval.

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rev. 4//90 nlb; 5/91 nlb; 8/92 dmc; 5/93 dmc; 10/05 lo