

Committee Name: Programs

Committee Purpose:

To provide timely educational and informational programs for the **general membership** of the local chapter, with emphasis on community manager and community volunteer leader education.

Duties:

1. Create topics, engage speakers for the topics, and develop programs as per the committee guidelines.
2. Provide timely magazine articles summarizing the monthly luncheon program to the publications committee chair.
3. Attend monthly educational.
4. Present topics & speakers for board review.

Committee Calendar:

Committee Meetings/Dates:

1st Tuesday of the Month at the Chapter Office beginning at Noon (12:00 pm)

Chapter Events:

8 Educational Luncheons to be held each of the following months:

- January
- March
- April
- June*
- July
- August
- October
- November

4 Mini-Trade Show Educational Luncheons to be held each of the following months as space is available from the venue:

- February
- May*
- September
- December

**unless Chapter Symposium is this month*