

## Chapter Committee Responsibilities

**Communications** - Keeps website current, handles e-mail communications with members, publishes the Midden.

**Host Committee** - Provides the fun, food and fellowship for Chapter events - sets up and cleans up the meeting place and serving tables, oversees decorations and entertainment, provides beverages and frequently orders/cooks the food.

**Chapter Sales** - Orders, sells and keeps inventory and accounts of MN items available for purchase by chapter members.

**Historical Archives** - Collects and maintains Chapter documents and memorabilia that recall our progress and the fun we've had from 2002 to the present.

**Training Class** - Plans and manages the class - setting the schedule, arranging for sites and speakers, signing up participants, developing and duplicating notebook materials, recruiting and managing class volunteers.

**Advanced Training** - Does the same as above for every one of our amazing Advanced Training courses.

**Education and Outreach** - Again does the same for Treasures of the Bay educator workshop and Bay and Island Adventures programs; develops materials to promote the GBAC-TMN program and handles requests from outside organizations for interviews, articles, presenters or booths

**Stewardship** (Dick Benoit) - Coordinates the Chapter's monitoring, restoration and preservation efforts with our sponsors, partners and natural resources groups; sponsors a Project of the Month stewardship task; and provides at least one Advanced Training program each year.

**Green Team** - This Stewardship sub-committee develops and coordinates Chapter efforts to "go green."