

## **PURPOSE OF EACH CHAPTER DEVELOPMENT COMMITTEE**

**MEMBERSHIP/RETENTION (MAY, MARCH)** - Committee shall promote the membership and retention campaigns from Moose International, as well as developing and promoting membership and retention campaigns within their own chapter. This committee shall welcome new members on Chapter Activity Night. Committee members shall also participate in a chapter mentoring program to instill in the new member the desire to become active in the Women of the Moose programs thereby helping to retain these members. It shall be the responsibility of the Recorder to make a list available each month to the Membership/Retention Committee Chairman of coworkers who are thirty (30) days or more in arrears of dues payment. The Membership/Retention Chairman and her committee shall make personal contact by telephone or personal visit to every co-worker who is in arrears in the payment of her dues. **CHAIRMAN** can be any co-worker.

**COMMUNITY SERVICE (JUNE, DECEMBER)** - Committee shall volunteer to assist with worthy drives or projects for the community and is encouraged to visit those confined in senior citizen and nursing homes. **CHAIRMAN** can be any co-worker.

**ACTIVITIES/SPORTS (JULY, JANUARY)** - Committee shall plan family activities and sporting events for all co-workers and their family members of all ages. The committee shall work with the Lodge Family Activities Chairman in planning joint activities. The Activities/Sports Committee shall hold a fundraising project to defray expenses for holding family friendly activities. **CHAIRMAN** can be any co-worker.

**MOOSEHEART/MOOSEHAVEN (AUGUST, OCTOBER, FEBRUARY)** - Committee shall conduct a monetary gift walk for Mooseheart and Moosehaven at the Committee Activity Night in October. The Recorder shall deposit all cash donations received in the gift walks into the chapter's General Fund and include this amount with the other donations to Moose Charities. In addition, the committee shall include an amount of thirty-five dollars (\$35.00) for a special Christmas gift for a Mooseheart child and an amount of thirty-five dollars (\$35.00) for a special Christmas gift for a Moosehaven senior. (See Mooseheart/Moosehaven Committee chairman's pamphlet.) Section 57. **CHAIRMAN** may **NOT** have a call card or a degree.

## **STANDING COMMITTEE**

**HIGHER DEGREES COMMITTEE (SEPTEMBER, NOVEMBER, APRIL)** - The Academy of Friendship, Star Recorder, and College of Regents degree holders shall be known and function as the Higher Degrees Committee. The HIGHER DEGREES Committee is composed of coworkers who received the respective degree at an annual State/Provincial or International Session. The committee shall hold a fundraising project to defray the donation to the special project to be presented at the annual State/Provincial Convocation and the annual State/Provincial Academy of Friendship Session. The Higher Degrees Committee may sponsor one or more fundraising projects to help defray expenses for the matriculants to receive their degree. **CHAIRMAN** must have Academy of Friendship, Star Recorder, College of Regents degree for at least **10** months.

**WAYS AND MEANS COMMITTEE (ANYTIME BETWEEN NOVEMBER 1<sup>st</sup> AND JANUARY 31<sup>st</sup>)** - The Ways and Means Committee is a committee composed of the Junior Graduate Regent, who serves as Chairman, and the Appointed Officers. If the Junior Graduate Regent does not earn the Green Cap or if the office of Junior Graduate Regent is vacant, the Ways and Means Committee shall uphold the responsibilities of the committee by conducting a Ways and

Means Committee Activity and fundraising project for Mooseheart/Moosehaven. The Ways and Means Committee may sponsor a fundraising project to help defray expenses for the qualified Junior Graduate Regent to receive her Green Cap at Convocation.

## **SPECIAL COMMITTEES**

A group of active co-workers who meet for a specific purpose shall function as a Special Committee with a chairman appointed by the Senior Regent. All co-workers may participate on Special Committees except for the Application Review Committee; Audit Committee; and Financial Assistance Committee. The chairmen shall be appointed by the Senior Regent.

**AUDIT COMMITTEE** - The Senior Regent shall appoint an Audit Committee of three (3) members, namely a chairman and two (2) committee members to compile the monthly financial report. Any active co-worker shall be eligible to serve on the Audit Committee except the current Board of Officers. The Recorder shall transmit the electronic financial report to Moose International between the **first** and the **tenth** day of the month following the audited month. **CHAIRMAN** can **NOT** be a board member.

**APPLICATION REVIEW COMMITTEE**- Every applicant for membership shall be referred to a committee of at least three (3) members, who may not be members of the Board of Officers, appointed by the Senior Regent of the chapter. The Application Review Committee shall conduct a thorough investigation of the applicant from public records and other non-privileged sources and file a written report to the Board of Officers containing their finding, either favorable or unfavorable. **CHAIRMAN** can **NOT** be a board member.

**MOOSE CHARITIES COMMITTEE** – This committee is responsible for ensuring that fundraising for Moose Charities is accomplished throughout the year. When assessments are imposed by Women of the Moose Headquarters this committee shall be responsible for ensuring that additional fundraising efforts are accomplished to meet the goal assessed to the chapter. The chairman of this committee is appointed by the Senior Regent.

**SPORTS COMMITTEE** – This committee is responsible for ensuring that regular sporting events are scheduled for members; that members are aware of state and international tournaments and events; and coordinating sporting events with the Activities/Sports Committee of the Women of the Moose and the Activities Committee of the Loyal Order of Moose.

**FINANCIAL ASSISTANCE COMMITTEE.** - The Board of Officers shall constitute the Financial Assistance Committee to examine the case of a co-worker in need. If the board deems it advisable, the Senior Regent may appoint a special committee of three (3) coworkers who shall make a recommendation on behalf of a co-worker who is deserving of financial aid.

**OTHER EXAMPLES:** Birthday, Crafts, Bingo, Bowling, Relay for Life, Sunshine, etc.