

TCCPA Membership Committee

PURPOSE: This committee shall be appointed by the Executive Committee for the purpose of planning activities to boost membership, collect dues, maintain an accurate list of active members, distribute membership cards and survey member interest areas for committee and activity assignments.

MEMBERSHIP: The committee shall consist of parents or legal guardians of choral students who are active members of the Association defined as individuals who have paid the current school year's dues and are active in the fund raising efforts of the Association.

CHAIR: The Vice-President of the Association shall serve as chair as outlined in the By-laws. The Chair shall be responsible for the coordination of the committee's duties including planning and chairing committee meetings, communicating with the Choral Directors on behalf of the committee and communicating with the Treasurer to assure timely deposits of membership dues.

DUTIES: The duties of the committee include:

1. Plan and coordinate membership drives at each school annually.
2. Receipt all money received for membership.
3. Maintain a current list of active members.
4. Distribute membership cards upon receipt of membership dues.
5. Maintain a current survey of members that identifies interest areas and donation of volunteer services. Provide the Executive Committee and other committees the names of members interested in serving in different capacities.
6. Work with the Choral Directors and Executive Committee to utilize all membership resources effectively.
7. Conduct meetings as needed to complete the tasks of the committee.