

Spring Fling Committee

LITERATURE/HISTORIAN/CCFAA DELEGATE

(Minimum 2 years sobriety)

Standard Duties

- Maintain records and notes for the benefit of next year's office holder.
- Attend and participate in all Committee meetings. This is important in order to maintain group cohesiveness, to participate and exchange ideas, and to maintain a quorum when voting on issues.
- Understand that a Committee member may only incur one (1) unexcused, and two (2) excused absences and that a substitute may be sent without voting rights unless vote is in writing and the Chair is informed beforehand.
- The chairperson's purpose is to manage the Spring Fling conference to its fullest capacity and bring ideas, solutions and choices to the Committee for approval or denial. The Spring Fling Committee Chairperson will provide general leadership. It is the primary responsibility of each officer to provide leadership in their specific area and to initiate action necessary for a successful conclusion .

Officer Duties

- Collect all materials such as programs, registration, and all other items that may fit into this category. At the time of the conference, you will put on display all historic items available. These items are kept by the Historian year-to-year, and passed on to the new Committee Chairperson.
- Form a committee of 4 to 6 people to sell literature on Friday and Saturday. The table is open between 10:00 a.m. and 8:00 p.m.
- Purchase literature through the Central Office. Literature budget is \$_____ with \$_____ allocated for free literature.
- Maintain an inventory list of literature on hand, literature purchased, and literature sold.

CCFAA Delegate Duties

- Attend all CCFAA monthly delegate meetings
- Report all information from business meeting to the Spring Fling Committee
- Report information from Spring Fling to the CCFAA Delegate meeting