

# Spring Fling Committee

---

## **MARATHON MEETINGS**

(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.
- 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 specific leadership in their specific areas to initiate action to its successful conclusion

### **Committee Chair Duties**

- Pick topics for the Marathon meetings.
- Arrange for a chairperson for each meeting.
- Turn in meeting schedule to the Program chairperson; this is due by January 1 to allow time for proofing and printing of Program.
- Assist other committee members in ways they can help with the conference.
- Make sure the meeting binder is available at all meetings with a copy of any readings.
- 7<sup>th</sup> Tradition is collected during each marathon meeting. All monies collected need to be turned in to the Treasurer at the conclusion of each meeting.
- Create envelopes for each meeting, outlining date and time of collection.