



## Committee Assignments August 15, 2008

### **BY-LAWS:**

Purpose:

Periodically review By-Laws to identify areas requiring change. Develop and recommend proposed text changes to full Board for approval as needed.

**Co-Chairs, Joe Oneschuk/Dave Connolly** Members: Dick Parrett, Joel Sachs, Ann Marie Hannon,

### **COMMUNITY OUTREACH:**

Purpose:

- Community coordination and research to identify unmet needs for which EPRTA financial and/or volunteer efforts could assist.
- Develop and assist in organizing activities for member interaction in non-meeting social activities.

**Chair: Joe Mistretta**, Member: Bill O'Meara; Dick Andrews

### **COMPUTER SUPPORT:**

Purpose:

Obtain and maintain within Board chairperson/committee positions full knowledge of outside consultant/contractor contact and contract info on

- o Membership data base;
- o dues payment spreadsheets;
- o newsletter formatting, layout and printing,
- o host and maintenance of the web site.

**Co-Chairs: Ann Marie Hannon (as Treasurer) and Janet Carr** with the assistance of V.P. of Operations Roger Grady

### **LEGISLATION:**

Purpose:

Monitor state and federal legislative issues for those that may impact EPRTA members. Apprise the President of EPRTA of the legislation; its potential impact and timeline.

**Chair: Gene Tierny**. Members: Dick Parrett

### **LONG RANGE PLANNING:**

Purpose:

- Periodically review organizational achievement of goals and objectives; establish completion dates, etc,
- Set new goals, objectives, and time frames as appropriate, for recommendation to the Board

**Chair: David Connolly**. Members: Joe Oneschuk; Mike Rosa; Bill O'Meara

## **MEMBERSHIP:**

Purpose:

- Develop ways to recruit new, and maintain existing members
- Maintain up-to-date data base of all members, on- and off-cape addresses, contact information, dues payment history, etc
- Develop literature describing EPRTA, including but not limited to advantages to members and potential members, reprinting of Mission Statement, Goals and Objectives, and other marketing tools to potential new members
- Contact new members to reinforce benefits of joining EPRTA
- Periodically solicit volunteers; monitor responses, and coordinate contact between volunteers and appropriate committee(s)

**Chair:** *Dick Andrews*. Members: Janet Carr, Mike Rosa

## **NEWSLETTER:**

Purpose:

- To communicate with full membership at least 4 times per year.
- Provide timely information to members concerning issues of relevance to the Town of Eastham in particular and to the Cape in general
- Apprise membership of activities of EPRTA conducted on their behalf

**Chair:** *Judith Harris*. Members: Janet Carr and Ann McLean, with the assistance of the VP for Operations, Roger Grady

## **NOMINATING:**

Purpose:

- Identify and recommend, from the general membership, based on their interest and past activity in support of EPRTA, candidates for the EPRTA Board of Directors.
- Identify and recommend, from the active members of the EPRTA Board of Directors, candidates for Officers of the organization.

**Chair:** *Bob Overton.* Members: Gene Tierney. : *Joel Sachs, Joe Oneschuck, Dave Connolly, Joe Mistretta*

## **PUBLIC RELATIONS**

Purpose:

- Coordinate public announcements to media, the Town of Eastham and any other external groups

**Chair:** *Helen Kinsman*. Member: Judy Harris

## **PROGRAM AND MEMBER MEETING:**

Purpose:

- Organize agendas and programs for the July and August member meetings
- Coordinate invitations to and presentations by program participants
- Organize Board and member participation in Windmill Week-end, and other official programs involving EPRTA

**Chair:** *Dick Andrews*. Members: Joel Sachs, Joe Mistretta. , Judith Harris; Gene Tierney, Ann McLean

## **TEMPORARY COMMITTEE:**

## **INSURANCE:**

Purpose:

- Research tax status options available to EPRTA, and recommend action
- Research issues affecting homeowner insurance policy cost increases; present findings to Board for review and action
- Monitor EPRTA's insurance coverage for adequacy

***Co- Chairs: Gene Tierney and Joe Mistretta.***