

ASFMRA
EDUCATION FOUNDATION LEGACY FUNDING COMMITTEE
Committee Purpose, Policies and Procedures

Committee Purpose

The Education Foundation Legacy Funding Committee conducts fundraising activities, which include the annual Silent and Live Auctions held in conjunction with the ASFMRA Annual Conference.

Performance Metrics:

- Achieve fundraising goals
- Securing donations for auctions

Composition: The committee will have up to 12 members. Members are selected/appointed for three-year terms by the Nominating Committee in consultation with President-Elect, based upon successful completion of the application process. The committee chair is generally responsible for coordinating the work of the committee members and leading the meetings ensuring that all members are engaged in the discussions and actively contribute to the work of the committee.

Meetings: In a typical year, there is one in-person meeting held in conjunction with the ASFMRA Annual Conference. Conference call meetings are held as warranted. The bulk of work is between August and the end of the Annual Conference (typically at the end of October/beginning of November) when the Auction is being planned and donations requested.

The committee will establish its work plan for the year at its inaugural meeting. This plan should clearly state the objectives and goals and along with as many process details (what is to be done, by whom, by when) as possible. The objectives and goals must tie directly to the committee purpose and the ASFMRA objectives and goals.

Procedures:

Reports to: Executive Council

Support Staff: Membership Coordinator or other ASFMRA Staff