



Events & Fundraising Committee

Purpose:

The Events and Fundraising Committee (EFC) plans and supports all aspects of OAMR's mid-year academy and annual conference and fundraising activities.

Structure:

The EFC is led by two co-chairs, who are not part of OAMR's executive board. The co-chairs organize and lead all meetings of the full committee and provide written and verbal reports to the OAMR Board regarding the EFC's activities. The co-chairs work to ensure that the subcommittees remain on schedule and work to ensure successful mid-year and annual conferences.

The OAMR president and vice president serve as liaisons to the OAMR Board, other OAMR committees, the International Institute of Municipal Clerks (IIMC), and honored guests.

The EFC's work is supported by the mid-year and annual conference venue location host recorder(s). The host recorder(s) assists the EFC and its subcommittees as necessary in the coordination of various events and activities.

The EFC relies on active subcommittees to focus on assigned work areas. The number and composition of subcommittees will vary based on the needs of the EFC and OAMR. In general, subcommittee subject areas focus on the following subject areas.

Events & Fundraising Committee Subcommittees:

- a. Conference Materials & Handbook Subcommittee
- b. Events Subcommittee
- c. Exhibitor/Sponsor Subcommittee
- d. Facilities Subcommittee
- e. Finance & Fundraising Subcommittee
- f. Host Recorder Subcommittee
- g. New Member Introduction Subcommittee
- h. Registration Subcommittee
- i. Transportation & Hospitality Subcommittee

The EFC co-chairs will recruit and name a chair (or co-chairs) for each subcommittee to coordinate and lead subcommittee meetings and activities. When necessary and feasible, subcommittees will work with other OAMR committees and conference venue representatives to accomplish assigned tasks.