



Committee Interest Form

Name: _____

Organization/Cooperative: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____ Web Site: _____

Committees of Interest:

- _____ Annual Conference Planning Committee
- _____ Awards Committee
- _____ Development (Non Dues) & Sponsorship Committee
- _____ Bylaws / Parliamentarian Committee
- _____ Finance Committee
- _____ Rural Issues Committee
- _____ Membership Committee
- _____ Nominating Committee
- _____ Professional Development & Education Committee
- _____ Publications & Marketing Committee
- _____ Strategic Alliances Committee

Please complete this form and fax it to the NREDA office at (515) 334-1167 or scan and email it to director@nreda.org.

For more information, please call the NREDA office at (515) 284-1421.



NREDA COMMITTEES

Annual Conference Planning
(includes Awards & Sponsorships)
Bylaws & Parliamentarian
Finance
Rural Issues Committee
Membership
Nominating
*Past Presidents' Council**
Professional Development
Publications & Marketing
Strategic Alliances
*Executive Committee**

Committee chairs are encouraged to seek out members of the NREDA membership to serve on NREDA committees. This is a great leadership development opportunity and a change to broaden the number of those involved for the betterment of the Association.

ANNUAL CONFERENCE PLANNING COMMITTEE

The Annual Conference Committee is responsible for the planning of the Annual Conference held in November. This planning function includes: Developing the program schedule and program content; selecting and securing speakers; In conjunction with the NREDA Meeting Planner, establishing a conference budget; developing conference registration materials; soliciting and securing conference sponsors and exhibitors; In conjunction with the Editor, write monthly *News Brief* newsletter articles as a reminder to NREDA members of the various conference highlights.

AWARDS COMMITTEE

The Awards Committee is responsible for the administration of NREDA's various awards that will be presented at the Annual Conference. Currently there are two awards competitions with the potential for multiple deserving recipients. The Rural Economic Development Leadership Award recognizes outstanding leadership in the field of rural economic development. Nominees are those who have demonstrated outstanding leadership in an economic development project resulting in the improvement of the quality of life, creation of new jobs, and opportunity for growth and development in rural America. The Organization Excellence Award is designed to recognize utility/economic development organization or associations/government entities that have implemented a successful rural economic development program for their area. Focus will be on the success of communicating the program, improvements to the business climate, and measurable results and outcomes.

This Committee will solicit nominations for both awards and will make a selection regarding a recipient or recipients for each award. NREDA also has a President's Award that is optional each year. This award is selected and presented by the President to recognize an individual or individuals within NREDA that deserve special recognition for their efforts and leadership within NREDA. This Committee will coordinate with the President on this award selection.

Development (NON-DUES) & SPONSORSHIP COMMITTEE

The Development Committee is responsible for researching potential NREDA revenue generating ideas other than membership dues income. The Committee will receive proposals from potential vendors, partners or alliances that offer programs, review opportunities, and present options to the NREDA Board of Directors. This Committee will develop and cultivate sponsorship relationships and opportunities.

BYLAWS & PARLIMENTARIAN COMMITTEE

The Bylaws Committee and Parliamentarian is responsible for working with the Board and Executive Director to enact any bylaw changes that are deemed necessary during the course of the year. This Committee will also advise the Board on matters of parliamentary procedure and serve as the final authority on parliamentary procedure and the interpretation of bylaws.

FINANCE COMMITTEE

The Finance Committee shall consist of members of the Executive Committee and can include Individual Members of the association and chaired by the Secretary/Treasurer. The Finance Committee is responsible for overseeing a year-end review or audit of NREDA's finances and making a report to the membership regarding the outcome of the annual audit or financial review during the Annual Business Meeting that is held during the Annual Conference. The Finance Committee also develops the annual budget.

RURAL ISSUES COMMITTEE

The Rural Issues Committee is responsible for monitoring federal legislation that may have an impact on economic development in rural America. The Committee will keep the Board apprised of this legislation. This monitoring will include developing and maintaining relationships with the legislative staffs of affiliated organizations such as NTCA, NRTC, NRECA, NADO and CFC.

MEMBERSHIP COMMITTEE

The Membership Committee is responsible for leading NREDA's efforts to attract new members and retain existing members. This includes, but is not limited to developing marketing (attraction) materials and campaigns and contacting non-renewals.

NOMINATING COMMITTEE

The Nominating Committee is responsible for nominating a slate of directors and officers that will be presented to the membership for ratification at the NREDA Annual Conference - Annual Business Meeting. The Committee will also work with the President to fill in Board and Officer vacancies that may occur during the year. Members of this Committee shall consist of the First Vice President, Immediate Past President and two Individual member representatives.

*PAST PRESIDENTS' COUNCIL

The Past Presidents' Council will consist of all Past Presidents of NREDA and chaired by the Immediate Past President. The direction of this council is determined by the Board of Directors and tasks will be assigned as necessary.

PROFESSIONAL DEVELOPMENT COMMITTEE

The Professional Development Committee is responsible for determining the professional development needs of the membership of NREDA and recommending appropriate programs to address those needs. This may include surveying the membership through the Web site, emails, mailings, etc. to determine what types of topical educational programs would be of interest. This Committee would then make recommendations to the Board on specific programs that NREDA should initiate. If it is determined by the Committee and Board that a topical program should be presented each year, the Committee would be responsible for developing

the program. This Committee will also screen opportunities that are presented to NREDA for co-sponsorships of outside educational/training programs. They will then make a recommendation to the Board for any programs that they feel NREDA should co-sponsor.

PUBLICATIONS & MARKETING COMMITTEE

The Publications & Marketing Committee is responsible for the editorial content of the NREDA *NREDA News Brief* and the monitoring updates and maintenance of the website. The Publications & Marketing Committee chair will contact all NREDA committee chairs periodically to encourage activities updates for the *NREDA News Brief*.

STRATEGIC ALLIANCES COMMITTEE

The Strategic Alliances Committee is responsible for identifying organizations that NREDA should consider for strategic partnerships. These may be any organizations that have a similar mission to promote rural economic development or that have research, training programs or other services that could be of benefit to NREDA members, etc. The Committee will make recommendations to the Board on organizations that they feel would be good strategic fits for NREDA. Upon Board approval, the Committee will work to negotiate reciprocal agreements on memberships, exhibit spaces, conference registrations etc.

*EXECUTIVE COMMITTEE

The Executive Committee is made up of the officers and immediate past president and is responsible for working with the Executive Director and Board of Directors to update and monitor the affairs of the association between regular board meetings.

**These committees are not open to general membership by virtue of their purpose.*