



Social Committee Charter

Committee Purpose: This committee plans and executes the CAI Social events to promote CAI and provide an opportunity for attendees to socialize and network in a relaxed and fun atmosphere.

List of Activities the Committee Performs:

- Plans 4 events yearly including the end of year Holiday Party
- Selects venue/location, food choices, and decorating schemes
- Determines sponsorships for event
- Creates and submits a budget to the Board of Directors and manages revenue and expenses per the budget guidelines
- Operates under the direction of the Board of Directors by executing goals and objectives of the Strategic Plan

Committee is Recommended for Members Who Are:

- Creative
- Team oriented
- Enthusiastic
- Social and outgoing
- Are task-oriented
- Will promote and share CAI social media and marketing pieces to increase attendance at the event

Time Commitment and Responsibilities:

- Attend monthly meetings from January through December via Zoom
- Meetings typically last 1 hours each
- If designated, attend the event to help set up, run activities and pack up from the event
 - Execute directions from Committee Chair
 - Help promote and find sponsors for events