

## WAYS AND MEANS COMMITTEE

Chair and Co-Chair Required

Responsibilities:

- Color choices, t-shirt samples presented at March meeting.
- Order T-Shirts, coffee mugs and other items for resale with approval of the Board of Directors.
- Arrange for Volunteers to sell items at convention.
- Conducts 50/50 Raffle and arrange for volunteers to sell tickets.
- Make up Profit and Loss statement from sales of taxable items - Due December 1st of each year.
- Coordinate the Profit and Loss statement with the treasurer and present to the Board of Directors 14 days after the event.

Budget: Telephone, Postage

Proposed Revision: June 2011