

General Service Committee

Chair and Co-Chairperson

Responsibilities: coordinate Saturday GSR Meeting

- Select Main Speaker (coordinate with Program and Convention Chairperson)
- Select readers and speakers
- Provide information to Program Chairperson By September meeting
- Provide information to Graphics Chairperson by the July meeting
- Provide Registration form to Treasure by September (2 copies, 1 Treasure, 1 Program Chair Clearly marked ‘SPEAKER’) (Only if one speaker.)
- Speaker’s benefits include one night (Friday or Saturday speaker choice) at the hotel, a banquet ticket, a \$35.00 gas card, a gift basket provided by Hospitality Committee- coordinate with Chair about room number and place basket in room before speaker arrives.
- Establish booth at convention site for books and /or literature
- Set-up and maintain exhibit booth
- Select appropriate volunteers to man the booth
- Procure free literature for distribution from convention liaison at the Area Service Committee by September

Dec 2018

Note: Speaker’s benefits are for one speaker only. Should there be a panel or more than one speaker, there are no benefits to anyone.