

Title: Annual Conference Committee

Strategic Goals:

- Connect the NAGDCA community throughout the year
- Streamline and modernize information for all members

Purpose: Develop high quality programming and identify content experts for the Annual Conference

Composition:

Appointment of Chair: The Executive Board Vice-President shall be the Committee Chair.

Appointment of Members: The incoming Committee Chair will recommend new committee members to the Executive Board to replace outgoing committee members. The Vice President of the Industry Committee will serve a one-year term on the committee. The committee will include at least two at-large government members and at least two industry members.

Terms: The Chair will serve for one year. Members will be appointed to two-year staggered terms.

Mid-Term Vacancies: The President, in consultation with the Chair, will appoint members to fill mid-term vacancies.

Roles and Responsibilities: The committee is responsible for developing the program content and identifying speakers for the Annual Conference. All committee members should attend the Annual Conference Committee meeting on Wednesday afternoon at the conclusion of the Annual Conference. Committee members will be expected to participate in conference calls as needed throughout the year to complete the committee responsibilities.

Meetings: The committee shall hold its annual meeting the Wednesday afternoon at the conclusion of the Annual Conference. Additional meetings will be scheduled as needed throughout the year, typically as conference calls. NAGDCA staff will assist the Chair in developing meeting agendas and coordinating committee meetings/calls.

Minutes: NAGDCA staff will prepare and distribute meeting minutes to the committee and upon committee approval, to the Executive Board.