



COMMITTEE CHARTERS

Constitution & By-Laws Committee

Mission: To ensure the Association has up-to-date foundational documents that underpin the organization from the standpoint of having a clear and compelling purpose, maintaining an appropriate organizational structure that allows for efficient and effective operation, and having broad operating guidelines to assist the Board of Directors and the Members at large.

- Periodically review the Constitution & By-Laws for appropriate updating.
- Consider any suggestions from Members for changes or updates to the Constitution & By-Laws.
- Recommend to the Board of Directors changes to the Constitution & By-Laws and facilitate proper procedures for securing Member approval.
- Provide guidance to the Board of Directors vis-à-vis rules and procedures documented in the Constitution & By-Laws.

Nominating Committee

Mission: Provide the Association with a slate of Board of Director candidates who possess an appropriate set of management and leadership skills and can ensure the Association grows and achieves its overall purpose and objectives.

- Assess Membership for potential leaders and competent Board candidates.
- Lobby potential candidates to secure Board participation.
- Annually recommend a competent and qualified slate of Board candidates to the Membership.

Awards Committee

Mission: Recognize Association Members who make unique and/or extraordinary contributions to the Association in support of its overall purpose and specific objectives.

- Determine appropriate awards to grant and define the scope and criteria for each award. Create a standard for award qualification and selection similar to the “Person of The Year” Award.
- Identify Members worthy of Award consideration and assess their achievements, contributions and qualifications.
- Recommend to the Board of Directors Awards to be presented and Award recipients.

Reunion Committee

Mission: To plan and execute the Annual Reunion for the Association. To update and document best practices for annual reunions.

- Cultivate reunion hosts and propose reunion sites and top-level plans to the membership for approval.
- Negotiate Hotel and other Vendor Contracts.
- Develop Advertising Plans for the Annual Reunion.
- Secure Guest Speakers for key Annual Reunion events.
- Develop and publicize a Schedule of Events for the Annual Reunion.
- Develop and Propose Sponsorship plans for each Reunion (see Budget responsibility below).
- Coordinate with other Committees and with the Board of Directors to develop and update a comprehensive Budget for the Annual Reunion along with a Financial Tracking plan for each Reunion.

Advisory Committee of Trustees

Mission: To recommend appropriate strategies and techniques for expanding the Association’s communication reach and growing its Membership numbers. To generally provide ideas and guidance to the Association’s Board to ensure the Association fulfills its commitment to honor, preserve and communicate the history of all eras of 508th Paratroopers.

- Assess various social media and other strategies for promoting the Association and adding new Members. As appropriate, act as a conduit for posting communications with various social media channels.
- Suggest shortlists of 508th Veterans from the various eras who are more likely to engage with the Association, get the word out and attend reunions.
- Act as Association ambassadors to improve awareness of the Association, grow Membership, and increase attendance at reunions.