

The Membership Chair shall be a Full Member. She shall collect dues and meeting fees for members and guests, maintain membership attendance records, and keep an up-to-date mailing and phone list of Association Members. She shall oversee the New Member Coffee Sub-Committee. She shall print and distribute, yearly, an accurate telephone directory to all American Women's Association members in good standing. She shall distribute name tags at the Association's meetings and work closely with all Executive Board Members.

G. The Communications Chair shall be a Full Member and shall be responsible for all the Association's website communications. This will include: collecting monthly submissions for the website, researching and adding information on community events, and updating the website.