

MASA Membership Committee

Type of Committee:	MASA Standing Committee
Goal:	To encourage membership in the Missouri Association of School Administrators (MASA); to recommend recruitment ideas to the MASA Executive Director; and to report membership issues and or needed changes to the MASA Constitution to the MASA Executive Committee.
Committee Make-up	Two MASA Members from each MASA District.
Charge of the Committee:	<ol style="list-style-type: none">1. Contact non-members and encourage him/her to join MASA.2. Promote membership in MASA at district meetings.3. Recommend recruitment ideas to MASA Executive Director.4. Report membership issues to the MASA Executive Director and/or the MASA Executive Committee.
Tasks:	<ol style="list-style-type: none">1. Schedule meetings of committee to discuss membership.2. Promote the membership among colleagues.3. Develop recommendations for MASA Executive Committee.
Level of Authority:	Committee reports to MASA Executive Committee.
Boundaries:	Committee recommendations are confined to MSAPAC and the endorsement process.
Timeframe:	Complete membership drive by November 1.
Resources:	MASA Executive Director.
Meeting Framework:	Meeting dates and times will be established by the committee. Meeting attendance by telephone will be provided as an option if a committee member is unable to attend in person.
Decision Making Process:	Decisions will be made through consensus of those members who are present.
Communications:	Information from the committee meetings will be shared during district meetings and distributed to the membership as needed.
Agenda Development:	Meeting agendas will be developed by the Committee Chairs with the assistance of the MASA Executive Director.
Facilitation of Meetings:	The Committee Chairs will facilitate meetings.
Maintaining Records:	Minutes of each meeting will be prepared by the MASA Executive Director and distributed to all members.