



LEAGUE OF WOMEN VOTERS<sup>®</sup>  
of the AKRON AREA

# Handbook and Membership Roster 2018-2019



*League of Women Voters*

*100 years of grassroots political action!*

# LEAGUE OF WOMEN VOTERS OF THE AKRON AREA (LWVAA)

PO Box 5449, Akron OH 44334  
Westminster Presbyterian Church  
1250 West Exchange Street  
Akron OH 44313

## TABLE OF CONTENTS

<b>Officers and Board of Directors</b>	<b>3</b>
<b>Committees &amp; Chairs</b>	<b>3</b>
<b>Education Fund Trustees</b>	<b>4</b>
<b>National and State League Contacts</b>	<b>4</b>
<b>General Voter Resources</b>	<b>5</b>
<b>Voting Information</b>	<b>5</b>
<b>League Principles</b>	<b>6</b>
<b>League Study Process</b>	<b>7</b>
<b>Positions</b>	<b>8-10</b>
<b>Priorities and Vision Statement</b>	<b>10</b>
<b>Local League Activities</b>	<b>11</b>
<b>Volunteer Opportunities</b>	<b>12-13</b>
<b>Membership Roster</b>	<b>14-18</b>

## LWVAA OFFICERS

PRESIDENT	<i>Jackie Derrow</i>	330-869-5412	jderrow@icloud.com
CO-VICE PRESIDENTS	VOTER SERVICE	330-864-2612	mkbduncan42@gmail.com
	<i>Kathy Duncan</i>		
	<i>Rosanne Winter</i>	703-577-7100	rosannelwinter@yahoo.com
VICE PRESIDENT ORGANIZATION	<i>Roberta Aber*</i>	330-867-0168	roberta.aber@gmail.com
SECRETARY	<i>Laurie Curfman*</i>	330-608-9003	laurieliebelt@sbcglobal.net
TREASURER	<i>John Fitzpatrick</i>	330-283-9736	Fitz@wans.net

## LWVAA BOARD OF DIRECTORS

Elected to two-year terms which expire 2020 except as noted (\*) which expire in 2019

AT-LARGE	<i>Martha Lester</i>	330-434-2502	mhlester@ymail.com
AT-LARGE	<i>Elizabeth King</i>	330-283-1306	lizfking@me.com
EDUCATION	<i>Mary Ann Jopperi</i>	330-699-0468	mjopperi@hotmail.com
MEMBERSHIP	<i>Ardith Keck*</i>	330-836-1974	keck@lek.net
NATURAL RESOURCES	<i>Arrye Rosser*</i>	330-923-7728	arrye33@aol.com
HEALTH	<i>Barbara Hunsicker</i>	510-289-3473	bhunsicker2006@gmail.com
PROGRAM	<i>Michelle Mostow and Kim Nelson</i>	330-665-1161 330-665-2319	michelle.mostow@gmail.com gotdmoon@aol.com
COMMUNICATIONS	<i>Jessie Coffey*</i>	216-798-9009	jessiecoffey@outlook.com
WEBMASTER	<i>Bruce Greer*</i>	330-882-3106	bruce@greerzone.com

Additional Members may be appointed by the Board to terms expiring in 2019

## LWVAA COMMITTEE CHAIRS

BYLAWS	<i>Arrye Rosser</i>	330-923-7728	arrye33@aol.com
NOMINATING	<i>Chair to be Elected by Committee</i>		
OBSERVER CORPS	<i>Jodie DeLamatre</i>	330-376-0399	jmgd3@neo.rr.com

## LWVAA NOMINATING COMMITTEE

<i>Gerry Hall</i>	330-688-1375	pemback@aol.com
<i>Cathy Hunt</i>	330-896-3313	cathunt77@gmail.com
<i>Open Position</i>		

Two appointed to one-year terms from the LWVAA Board

<i>Barbara Hunsicker</i>	510-289-3473	bhunsicker2006@gmail.com
<i>Elizabeth King</i>	330-283-1306	lizfking@me.com

## LWVAA EDUCATION FUND

*The League of Women Voters of the Akron Area Education Fund provides the community with information about public policy issues and encourages participation in government. The Ed Fund, as it is more commonly known, was founded to conduct educational voter service activities. It is a 501(c)(3) organization and all contributions are tax-deductible.*

### LWVAA EDUCATION FUND OFFICERS

Elected to two-year terms expiring in 2020

CHAIR, <i>Karyn Katz</i>	330-836-7773	kkatz@uakron.edu
TREASURER, <i>Gerry Hall</i>	330-688-1375	pemback@aol.com
SECRETARY <i>Jodie DeLamatre</i>	330-376-0399	jmgd3@neo.rr.com

### LWVAA EDUCATION FUND TRUSTEES

Jodie DeLamatre	330-376-0399	jmgd3@neo.rr.com
*Karen Fritschel	330-688-3950	karenfritschel@gmail.com
*Sharon Gandee	330-864-4659	ssgandee@gmail.com
Mary Lou Gault	330-923-8833	mlgault@neo.rr.com
Sharley Greer	330-882-0229	sfgreer@neo.rr.com
Gerry Hall	330-688-1375	pemback@aol.com
*Barbara Hunsicker	510-289-3473	bhunsicker2006@gmail.com
*Ardith Keck	330-836-1974	keck@lek.net
Karyn Katz	330-836-7773	kkatz@uakron.edu
**Project Director Janice Jacobs	330-472-8922 c	jjacobsjanson@aol.com
	330-923-0111 w	
** <i>Ex-officio</i> : LWVAA President Jackie Derrow	330-869-5412	jderrow@icloud.com

\* Elected to two-years term expiring in 2020

\*\*Non-voting member of the Education Fund board

### STATE AND NATIONAL LEAGUE CONTACT INFORMATION

<b>LWV OHIO</b>	100 E. Broad Street Suite 1310	614-469-1505
www.lwvohio.org	Columbus, OH 43215	
lwvinfo@lwvohio.org		
<b>LWVUS</b>	1730 M St. NW, Suite 1000	202-429-1965
www.lwv.org	Washington, D.C. 20036-4508	

## GENERAL VOTER RESOURCES

To find your legislators: [www.lwvohio.org](http://www.lwvohio.org) --click on "Contact Your Legislators"

LWVO Voter Information on the Web: [www.lwvohio.org/site.cfm/Voter-Election-Center.cfm](http://www.lwvohio.org/site.cfm/Voter-Election-Center.cfm)

LWVO Voters Guide: [www.Vote411.org](http://www.Vote411.org)

LWVAA Voters Guides: [www.lwvaa.org/voter\\_info.links.htm](http://www.lwvaa.org/voter_info.links.htm)

Ohio Legislature/Legislation Information: [www.legislature.ohio.gov](http://www.legislature.ohio.gov)

Ohio Legislative Service Commission: [www.lsc.ohio.gov](http://www.lsc.ohio.gov)

The Ohio Senate: [www.ohiosenate.gov](http://www.ohiosenate.gov)

The Ohio House of Representatives: [www.ohiohouse.gov](http://www.ohiohouse.gov)

## VOTING INFORMATION

**Summit County Board of Elections** Phone: 330-643-5200

470 Grant Street, Akron, OH 44311 Fax: 330-643-5422

Hours: M-F 8:00am-4:30pm Website: [www.summitcountyboe.com](http://www.summitcountyboe.com)

**To Vote:** One must be registered; at least 18 years old; a citizen of the U.S.A.; and a resident of Ohio for at least 30 days before the election. If registering by mail, a properly completed and signed application must be postmarked or brought in to your county board of elections no later than 30 days prior to the election in which you wish to vote. If you are 17 years old, you may register and vote (only for candidates, not issues) in the primary election if you will be 18 on or before the general election.

**Re-Register: if you have not voted in any election for four successive years, and/or if you have had an address change, name change, etc., you must re-register.**

All of the above can be handled by mail (write or call the Board of elections for forms, or download them) or, in person at the Board of Elections or the following locations:

- The office of the Secretary of State or any of the 88 county boards of elections.
- The office of any deputy registrar of the Ohio Bureau of Motor Vehicles.
- Offices of designated agencies that provide public assistance or disability programs.
- Public libraries.
- Public high schools or vocational schools.
- County treasurers' offices.

## **LEAGUE OF WOMEN VOTERS OF THE UNITED STATES (LWVUS) PRINCIPLES:**

### **The League of Women Voters believes:**

- In representative government and in the individual liberties established in the Constitution of the United States.
- That all powers of the U.S. government should be exercised within the constitutional framework of a balance among the three branches of government: legislative, executive and judicial.
- That democratic government depends upon the informed and active participations of its citizens and requires that governmental bodies protect the citizen's right to know by giving adequate notice of proposed actions, holding open meetings, and making public records accessible.
- That every citizen should be protected in the right to vote; that each person should have access to free public education which provides opportunity for all; and that no person or group should suffer legal, economic or administrative discrimination.
- That efficient and economical government requires competent personnel, the clear assignment of responsibility, adequate financing, and coordination among the different agencies and levels of government.
- That responsible government should be responsive to the will of the people; that government should maintain an equitable and flexible system of taxation, promote the conservation and development of natural resources in the public interest, share in the solution of economic and social problems which affect the general welfare, promote a sound economy, and adopt domestic policies which facilitate the solution to international problems.
- That cooperation with other nations is essential in the search for solutions to world problems, and that the development of international law is imperative in the promotion of world peace.

## **THE LEAGUE STUDY PROCESS FOR NATIONAL, STATE AND LOCAL LEAGUES**

Encouraging active and informed citizen participation in the government is an essential component of the League's work. We make it our mission to enhance the democratic process by providing voters with the essential tools to guide them through the democratic process, as well as working to increase awareness of the important policy issues that impact citizens.

In order to play this pivotal role as a non-partisan, citizen's organization, it is paramount that the League develops positions on important political issues that create a robust starting point for our work with voters. The study process is one of the many ways we are able to both educate and inform our own membership, as well as the community.

### **What is a League study?**

A study is a formal research process that either the national, state, or local League will undergo in order to establish a position on an important issue. The League relies on established positions as a basis for action.

### **Who decides what to study?**

The decision to conduct a study is reached after careful consideration from the participating League's membership and is then adopted as a formal piece of the League's program. The League membership votes to adopt an issue for study at the annual meeting. The issues are most often chosen based on their relevance and timeliness

### **How is a study conducted?**

After the membership has agreed that the League needs to adopt a position on an issue, a study committee is formed. The committee is comprised of interested League members and is overseen by a chair or chairs. The committee is responsible for compiling both the pros and cons of a particular issue or course of action. The committee will draw their information from news articles and reports, interviews, community meetings, etc.

Throughout the research process, the committee will update the membership on the study's progress. Several meetings might be held through the course of the study to gain member feedback and present relevant findings. Periodically updating the membership is important to ensure that an informed consensus may be reached

### **What is the end result of a study?**

When the final work of the study has been completed, the committee will call a consensus meeting. Consensus is the collective opinion of a substantial number of League members, representative of the membership as a whole, after objective study of an issue. It is only after consensus has been reached that the League may adopt the study's results as a formal position. During the consensus meeting, League members have the opportunity to critically evaluate the stance. The League consensus method involves informed free discussion addressing critical questions raised by the study, considering all points of view and considering consequences of any decision, both apparent and hidden. When the participating members can come to basic agreement and feel commitment on the question, this is consensus.

This is the preferred agreement method because members not involved in the study committee may be able to add new information and new perspectives. Also the whole is greater than the sum of its parts. Thus, the wisdom of the discussion group is more profound than could be obtained by a simple tally of member opinions.

After a position has been adopted, other local Leagues, or the state and national League may choose to concur with the decision.

### **Why are League studies so GREAT?**

The League of Women Voters prides itself on being an active non-partisan organization. The fact that all of the League's work is conducted by citizens and for citizens creates strength in vision that might not be possible through other organizations. The League bases its action on carefully considered positions that reflect the work of the membership as a whole. The unique perspective the League offers in an otherwise partisan political landscape cannot be imitated!

## **POSITIONS: LOCAL, REGIONAL, STATE, NATIONAL**

The League of Women Voters takes action on an issue only when we have position addressing that particular issue. Members must study and come to consensus on an issue in order to form a position. Subjects for study are suggested by members of the League and are adopted at local annual meetings and/or state and national conventions. After thorough study, a topic is presented to members for consensus. If common ground is reached, that item becomes a position. This thorough grassroots process ensures that our advocacy is well considered by a broad range of people, understood by our members, and we have a sense of the political environment.

Action takes several forms: letter writing, testifying at public hearings, serving on a variety of commissions, committees, etc., and lobbying at both state and national levels for legislative outcomes.

For the Guide to LWV US Public Policy Positions 2016-2018 go to [www.lwv.org/sites/default/files/2018-05](http://www.lwv.org/sites/default/files/2018-05).

For LWV Ohio Positions go to <https://my.lwv.org/ohio/positions>.

Position statements adopted by the LWVAA regarding Akron City, Akron Area and Regional issues are summarized below.

### **LEAGUE OF WOMEN VOTERS OF THE AKRON AREA POSITIONS**

#### **CITY OF AKRON POSITIONS**

1. Land Use, Planning and Zoning
  - a. Support for zoning, which promotes orderly community growth and inhibits urban neighborhood deterioration, and for minimal and cautious use of conditional zoning. Support for housing and building code enforcement.
  - b. Support the concept of a comprehensive land use plan for the City of Akron, and for regular updates with citizen input of the Land Use and Development Guide Plan.
  - c. Support measures to improve the quality of recreation in the Akron community and development and implementation of a master plan for parks and recreation. Continued monitoring of these plans and their implementation.
  - d. Support downtown Akron revitalization projects that will benefit the community without sacrificing historical integrity.
2. Municipal government
  - a (1) Support for the charter form of city government and monitoring of any revision of the City of Akron Charter.  
(2) Support legislation to fill city council ward member vacancies by vote of ward precinct committee representatives and council-at-large member vacancies by vote of city precinct representatives if half of term remains; filling shall be temporary with some provision made for election at the next regular election.
  - b. Support for municipal revenues to be raised in a fair and equitable manner to provide an adequate level of services, and consideration of the effect on the city's finances in determining LWVAA positions on municipal issues.
  - c. Support the Akron Civil Service system.
  - d. Campaign Finance
    - (1) Support efforts to increase accessibility and timeliness of campaign finance information.
    - (2) Support limitations on campaign contributions from all sources.
    - (3) Support limitations on cash contributions from all sources and the dispensing of receipts for each cash contribution received.
    - (4) Support the meaningful civil enforcement of campaign law.
    - (5) Support the review of campaign finance law to allow for modernization.
  - e. Support the right of recourse to recall for the removal of elected officials from office. A structure should be in place to prevent the misuse of recall elections and to minimize their costs, with mechanisms that reflect just cause for conducting a recall, consider the interests and concerns of citizens, and protect the integrity of elected office.



## LEAGUE OF WOMEN VOTERS OF THE AKRON AREA POSITIONS (con't.)

### AKRON AREA POSITIONS

#### 1. Water Quality

- a. Support the monitoring of effects of contaminants and land use on water supply, and monitoring of inspection processes.
- b. Support the monitoring of effects of land use on the water supply and the effects of extraction and consumption of water by industry.

#### 2. Schools

- a. Support the philosophy that children should have opportunity for education commensurate with their abilities and support measures to provide adequate educational programs, facilities and finances for the Akron Area public schools.
- b. Support the LWVO position that supports a funding system for public elementary and secondary education that is accountable and responsive to the taxpayer. LWVO believes that public funds should be used only for public schools.

#### 3. Tax Sharing

- a. Support the formation of Joint Economic Development Districts (JEDD).

### REGIONAL POSITIONS

#### 1. Environment

- a. Support measures to preserve and restore Lake Erie and its tributaries.
- b. Support measures to preserve and protect the Tuscarawas River and watershed

#### 2. Land Use

- a. Support the continued development of Cuyahoga Valley National Park and its restoration and preservation as an open green area.
- b. Support policies to ensure adequate funding, necessary land acquisition, preservation of green space, and citizen involvement in the Summit Metro Parks.
- c. Support the continued development of the Ohio and Erie Canalway, a National Heritage Area that includes parts of Summit County.
- d. Support countywide planning and cooperation with adjacent counties.
- e. Support long-range land use planning for all areas within Summit County which provides for efficient transportation, efficient delivery of services, and protection for environmentally fragile areas such as steep slopes, flood plains, scenic areas and wetlands.
- f. Support appropriate incentives for adaptive reuse and rehabilitation of existing structures.
- g. Support county-wide zoning patterns that create and conserve open space and preserve historic, scenic, natural and cultural resources. Support more stringent measures regulating signage.
- h. Support the use of buffer zones, preferably native vegetation between commercial developments, residential and/or scenic areas.
- i. Support and encourage ordinances/resolutions requiring that desirable species of trees and other vegetation, which might otherwise be cleared for development, be retained on the site.
- j. Support the provision of incentives for use of hardy native vegetation in buffer zones, developments and in general landscaping, in order to reduce maintenance and minimize the use of fertilizer and pesticides.

#### 3. Transportation

- a. Support mass transportation in Summit County with a focus on being available for employment and coordinate all land use planning with transportation.
- b. Support a comprehensive intermodal, transportation system that takes into consideration pedestrians and bicyclists.

#### 4. County Government

- a. Support methods, which impose the fiscal management and the operation of Summit County government through the Summit County Charter.
  - (1) modern and appropriate accounting system with timely capital and operational annual budget adoptions;
  - (2) an executive-council form of government;

## **LEAGUE OF WOMEN VOTERS OF THE AKRON AREA POSITIONS (con't.)**

- (4) appointment of an independent auditor;
- (5) a personnel system based on merit.
- b. Review of countywide tax levies and the prevailing system of submission of individual tax levies by non-elected agency boards.

### **5. Social Policy**

- a. Support programs for the aged in Summit County including housing assistance (government, voluntary or private), financial assistance and social services.
- b. Support programs that help the developmentally challenged to meet their basic human needs.
- c. Support an effective planning process, adequate funding and provision for the most appropriate treatment and services for persons with disabilities.
- d. Support equal access to affordable housing for all income levels.

## **2018-2019 LWVAA PRIORITIES**

The LWVAA positions were reviewed by the membership on January 20, 2018. Members also reviewed the LWVAA organizational priorities and recommend:

- Support efforts to increase and enforce charter school accountability.
- Support LWVUS *Campaign for Making Democracy Work* focusing on election integrity and fairness:
  1. Educate voters about how votes are counted and how voter fraud is prevented.
  2. Make voter registration easier and voter purges less likely.
  3. Maintain voting locations convenient to voters.
  4. Educate voters about how absentee and provisional ballots are handled.
  5. Monitor implementation of redistricting reform and continue to educate the public on this.

## **LEAGUE OF WOMEN VOTERS OF THE AKRON AREA**

### **VISION STATEMENT**

LWVAA is a dynamic organization actively involved in local politics. The League is recognized as an essential resource that motivates citizens to become increasingly involved in civic affairs.

## LOCAL LEAGUE ACTIVITIES

### Meetings

LWVAA Board of Directors meets monthly to carry out organizational functions: planning, communication among board members, taking action on issues, and discussing the work of the League. Members who wish to attend Board meetings should contact the Board President.

General meetings present programs of interest to members and the public, often dealing with current study topics. Study committee members present relevant and timely research information. This may be followed by:

**Consensus:** an agreement among a substantial number of members, representative of the membership, reached after sustained study and group discussion.

**Position:** the consensus opinion expressed in writing. The appropriate Board of Directors performs this function at all levels of the League.

**Action:** the continuous process of working toward goals established by consensus. Two types of action are (1) developing public support for the position of the League, and (2) support of legislative measures that will implement the League's position.

**Voters Guide:** The Voters Guide is a major publication compiled by the local League for wide distribution to the community. Candidates provide biographical information and their views on issues pertinent to the office they seek. Arguments pro and con are given for major ballot issues. The Voters Guide is also available on LWVAA's website: [www.lwvaa.org](http://www.lwvaa.org).

**Candidate Forums/Debates:** League moderated candidates forums have earned wide respect for their penetrating questions and their fairness to all participants.

**Speaker's Bureau:** When issues are to appear on a ballot, LWVAA will provide knowledgeable speakers to give objective informative talks to community groups or high school classes.

**Observer Corps:** Members routinely observe and report to our board on the work of school boards, city and county councils and other governmental bodies and monitor whether the meetings are conducted in an open and transparent way.

**Voter Service:** League members volunteer all year throughout the community to register voters.

## LEAGUE MEMBER INFORMATION

The League of Women Voters is a nonpartisan political organization whose purpose is to encourage informed and active participation in government and to influence public policy through education and advocacy. Membership is open to everyone, male or female. Voting members must be at least 16 years of age and U.S. citizens; non-voting members shall be associate members.

The League is organized to function at all levels of government. Local membership includes state and national LWV membership. Associations of local Leagues handle regional issues.

Through its Voter Service, the League provides nonpartisan factual information on government, political parties, voting procedures, elections issues and candidates. League positions are taken on issues but never on candidates. A position is the result of membership consensus based on study and discussion. Action is initiated after a position has been achieved.

*LWVAA collects annual dues July 1 at the level set by our members at the Annual Meeting. From this, LWVO and LWVUS dues are paid for each member. Additional financing to support the work of the League is obtained from contributions.*

Please contact Jackie Derrow LWVAA president, for more information about any of these volunteer opportunities. [jderrow@icloud.com](mailto:jderrow@icloud.com)

## VOLUNTEER OPPORTUNITIES

### BOARD MEMBER

*Time involved: approximately 4 hours per month, including the meeting time*

#### Duties:

- Attend monthly board meeting (currently first Thursday of each month from 6:30 to 8:00 pm)
- Take charge of a portfolio, such as Observer Corps, Voter Registration, etc.
- OR** Serve as an at-large board member, helping out on an as-needed basis
- Write at least one report for the Akron Voter annually.

### MEMBERSHIP COMMITTEE

*Time involved: 2 hours per month, one-time or multiple.*

#### Duties:

- Assist with member survey
- Help plan new-member orientation
- Help plan membership portion of Holiday get-together
- Contact new members and invite them to League meetings
- Help publicize new members in the Voter

### VOTER REGISTRATION

*Time involved: 2-4 hours; one-time or multiple.*

- Constitution Day (swearing in of new citizens): around September 17
- National Voter Registration Day: around September 25
- Other venues: as needed

### VOTER SERVICE

*Time involved: 2-3 hours; one-time or multiple .*

#### Duties:

Attend forums/debates to serve as:

- 1) Question Screener
- 2) Time Keeper
- 3) Greeter/sign-in table

Help with distribution of Voters Guides

### OBSERVER CORPS

*Time involved: 2 hours per month (or more, depending on your interest)*

#### Duties:.

- Attend meetings of government agencies (e.g. Summit County and/or City Council meetings and committee meetings, Akron School Board meetings.)
- Fill out a report of the meeting, to be submitted to Observer Corps Chair prior to board meeting
- Write at least one observation report for the monthly Voter (or more often if you wish)

#### Goals:

- To insure government meetings are conducted openly

## **LOCAL STUDY COMMITTEES**

*Time involved: varies with the study topic; volunteers must be prepared to participate in one or two face-to-face meetings, as well as to assist with research, developing consensus questions, and participating in a consensus meeting.*

### **Duties:**

- Assist with defining the scope of the study
- Assist with researching the study topic
- Help plan/participate in meetings or forums to educate LWVAA members on the topic
- Assist with developing consensus questions
- Participate in a consensus meeting on the study topic
- Assist with developing a position statement

## **NATIONAL OR STATE STUDY COMMITTEES**

*Time involved: varies with the study topic. The time frame for state and national studies is often over a two-year period. Study focus and research materials are prepared by national or state committees*

### **Duties:**

- Help plan/participate in meetings or forums to educate LWVAA members on the topic
- Write articles on the topic for the local Voter
- Help organize, publicize, and participate in consensus meeting.

## **BYLAWS COMMITTEE**

*Time involved: 2-4 hours annually*

### **Duties:**

- Maintain conformity in local League bylaws with LWVUS bylaws
- Receive all suggestions for amendments to the bylaws; prepare and submit them to the board for review prior to annual meeting
- Propose amendments
- Prepare and submit to LWVO any adopted changes

## **BUDGET COMMITTEE**

*Time involved: 2-4 hours annually*

### **Duties:**

- Develop proposed budget for the coming year
- Submit proposed budget to the board for approval by the March board meeting
- Present the budget at the annual meeting and answer any questions members may have

## **HOLIDAY GATHERING**

*Time involved: 2-3 hours in October and/or November*

### **Duties:**

- Assist President and Program Chair to plan annual Holiday gathering
- Coordinate with Hudson and Tallmadge Leagues if holding a joint event

## **LWVAA FORUMS**

*Time involved: several hours, prior to an event, and/or 2-3 hours on day of event*

### **Duties:** (You may choose one or more from the options below.)

- Serve on committee to assist Program Chair and/or board member in planning event
- Serve as time-keeper at event
- Serve as question screener at event
- Serve as greeter/sign-in person at event