



The Georgia Chapter of ASLA, 2009-2010 Session

COMMITTEES

Terms of service for the chairs and members of Standing Committees* and Other Committees** created by the Georgia Chapter Executive Committee shall be a minimum of one (1) year and shall begin and end at the conclusion of the annual meeting of the Society (ASLA) and shall be concurrent with the term of the Chapter President making the appointment.

I. STANDING COMMITTEES*

1. **Nominating Committee**

The Nominating Committee prepares a slate of (2) nominees for each Chapter office to be filled by election.

2. **Tellers Committee**

The Tellers Committee counts and verifies election ballots and other confidential ballots of the professional membership and Chapter Executive Committee.

3. **Constitution and Bylaws Committee**

The Constitution and Bylaws Committee prescribes a format for the preparation of sponsored amendments, reviews proposed amendments for consistency with the Constitution and Bylaws and assists the sponsor in rectifying any inconsistency, and drafts amendments as necessary and appropriate.

II. OTHER COMMITTEES**

1. **Government Affairs Committee**

The Government Affairs Committee provides member input on issues that affect the profession, identifies state Senators and Representatives for the upcoming Congressional Year, communicates via mail/email with these members of Congress to advocate for the profession and update them on Chapter events and projects, and organizes In-district Lobby Day meetings.

2. **Member Services Committee**

The Member Services Committee reports on the number of current/new/lapsed members to the Chapter Executive Committee on a monthly basis, defines section boundaries within the state, participates in quarterly conference calls with national ASLA, advises the Chapter Executive Committee on member recruitment and retention efforts, communicates to members via the Chapter newsletter about the programs/services/privileges available to them, and reports on statewide National Landscape Architecture Month (NLAM) events to national ASLA.

3. **Events Committee**

The Events Committee is broken down into the following four (4) subcommittees:

a. **Annual Awards Banquet Subcommittee**

The Annual Awards Banquet Committee organizes the Annual Awards Banquet (to be held in Savannah) in July by determining an event venue, choosing a caterer, preparing an event program, and coordinating with the Annual Conference Committee, the Honors and Awards Committee, and the Sponsorship Committee.

b. **GAASLA Golf Tournament Subcommittee**

The Golf Tournament Committee organizes the GAASLA Golf Tournament in September by reserving tee times at a golf course, choosing a caterer, and rounding up door prizes.

4. **Public Relations Committee**

The Public Relations Committee creates publicity materials for the profession in concert with National Landscape Architecture Month (NLAM) in April and the Annual Awards Banquet in July, distributes these publicity materials to media outlets statewide, and sends “thank you” letters to sponsors after each sponsored event.

5. Honors and Awards Committee

The Honors and Awards Committee reviews and makes recommendations for updating or altering the Chapter’s Annual Awards program, prepares standard forms for project submittals, collects project submittals and distributes them to the slate of jurors, notifies award winners, and creates the Annual Awards magazine. Members of this committee must coordinate with the Annual Awards Banquet Committee, the Annual GAASLA Conference Committee, and the Sponsorship Committee.

6. Legal Defense Fund Committee

The Legal Defense Fund Committee determines legislative and direct action priorities statewide regarding the profession’s right to practice stormwater design.

7. Environmental Stewardship Committee

The Environmental Stewardship Committee provides member review and input on specific practice needs as they relate to sustainability and environmental stewardship, identifies associated products/programs/services of benefit to the profession, and informs members via the Chapter newsletter of resources available to them.

8. Sponsorship Committee

The Sponsorship Committee develops a standardized sponsorship program, enlists sponsors to fund Chapter programs and events, creates an on-going sponsor list, and keeps records of all sponsorship activity year-round.

9. Communications Committee

The Communications Committee oversees Chapter communications by producing a monthly Chapter newsletter and directing its focus, requesting/collecting/editing articles for the Chapter newsletter, ensuring that sponsors are included as appropriate, and updating and determining web content for the Chapter’s website.

10. Fellows Nomination Committee

The Fellows Nomination Committee prepares a slate of nominees for submittal to national ASLA.

**Standing Committees are required by the Georgia Chapter Bylaws.*

*** Other Committees are expressly created by the Georgia Chapter of ASLA, and likewise are charged with specific tasks as determined by the Chapter.*