# Member Relations Committee

## Publications

Objective: Publish regular and ad-hoc communication (QuarterNote and TakeNote) to keep members informed of society business.

Membership: No formal specification

Methods:

* …

## Membership Services

Objective: Recruit and retain society members.

Membership: No formal specification

Methods:

* Maintain current membership lists. Coordinate records with the UMAA and Band offices.
* Solicit new members from current and former band students. Activites include pband banquets, Senior’s party, special mainling, benefitrs packet, State Fair and UMAA booths, presence at alumni and band events.
* Welcome new members.
* Renew contact with former members.
* Establish relationship with current students, work with band office and student organizations to encourage student participartion in alumni evnets.
* Publicize membership benefits,.
* Maintain contact with current membership. As much as possible, make each member feel they are a welcome and needed part of this organization.
* Publish membership directory.

## Communication

Objective: Establish and maintain timely communication with members.

Membership: No formal specification

Methods:

* Maintain email membership lists. (does this belong here or in Member Services?)
* Maintain contact with current membership.
* Update hotline. Answer calls, email, questions.
* Maintain email contact.
* Maintain web site.
* Identify and support Email Administrator position.

## Calling

Objective: Keep members informed of events. Secure adequate par5ticipation for performances (as necessary).

Membership: No formal specification

Methods:

* Call playing membership for events that miss publication deadlines. Work with membership committee to keep in contact with our general membership .

Send email messages to alert people of upcoming events.