

## **LCMGA** **Standing Committees**

These committees are required by either OMGA regulations or LCMGA By-Laws. They are appointed by the President and each has a Board member in an oversight capacity.

### **AUDIT**

The audit committee should be independent of the Board but has a duty to report to the Board. In the past there has not been a Board member, but past Treasurers have been appointed to the committee.

Duties and responsibilities:

In accordance with established accounting practices, conducts a thorough audit of LCMGA financial books and records to ensure accuracy and integrity.

1. Reports its findings to the Board at the February meeting.
2. Ensures compliance with OMGA regulations.
3. Makes suitable recommendations to the Board intended to improve financial procedures and records.

### **BUDGET**

Duties and responsibilities:

1. Reviews current year financial records and considers known future plans and programs.
2. Constructs a recommended budget for the upcoming calendar year.
3. Presents the proposed budget to the Board at their final meeting of the current year.

### **NOMINATING**

Duties and responsibilities:

1. Obtains input from numerous Master Gardeners to determine potential candidates for Board positions.
2. Interviews potential candidates to determine a member in good standing.
3. Presents the slate to the General Membership for a vote in November.

## **ELECTRONIC MEDIA**

Duties and responsibilities:

1. Provides and maintains current and historic membership information in a uniform electronic format.
2. Works in conjunction with the treasurer to establish and maintain an annual electronic roster of association members.
3. Provides membership information to LCMGA and OMGA as requested by their Boards.
4. Coordinates the publication of the annual membership directory.
5. Considers, proposes, develops and maintains new electronic methods of communicating with the membership and promoting our educational mission.
6. Emails news and magazine editors with LCMGA activities and events.
7. Posts events and activities to Facebook and/or Twitter.
8. Writes articles about LCMGA events as needed.
9. Other duties as needed.

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