



CAS Executive Committee Member Responsibilities

Drafted September 2009

Attend executive committee meetings and participate in deliberations.

Chair or serve on CAS committees as appropriate; attend committee meetings as scheduled and participate in deliberations.

Participate in CAS email deliberations in a timely manner when need be. Respond to CAS requests for information and feedback in a timely manner.

Represent CAS in interactions with outside entities.

Inform CAS of individuals in the community who should be sent CAS informational and fundraising materials. Participate actively in encouraging contributions to support CAS programming.