

New GAMA Board Structure

(All positions are 2-year commitment)

President

- responsible for oversight of all activities and responsibilities

Vice President

- responsible to coordinate webinars for State
- serve as vendor/sponsor liaison
- responsible to participate in annual state-wide meeting organization and coordination

Secretary

- responsible to ensure all meeting agendas are posted to website
- responsible to post minutes of each meeting to website
- responsible to participate in annual state-wide meeting organization and coordination

Treasurer

- Responsible to maintain bank account, receiving all payments (members, attendees, and sponsors), making deposits, paying fees (website, meeting venue fees, etc.)
- semi-annual financial report due to Board
 - January 31
 - July 31
- responsible to participate in annual state-wide meeting organization and coordination

Outreach (3)

- responsible to coordinate outreach to healthcare facilities in their region to recruit membership and meeting attendance
- responsible to participate in annual state-wide meeting organization and coordination

Website Chair (2)

- responsible to maintain website (ensuring website data is current)
- responsible to participate in annual state-wide meeting organization and coordination

Membership Chair

- responsible for recruiting members and maintaining membership renewals
- communicates with web chair and secretary to maintain membership listing
- provides marketing and member satisfaction surveys in order to retain and recruit members