

Montana Tree Farm Sub-Committees

FUNDRAISING TASK FORCE

Roles and responsibilities: Implement 2015-2020 fundraising strategy.

CAPACITY BUILDING TASK FORCE

Roles and responsibilities: Increase steering committee's ability to do work, including writing grants, recruiting new committee members, and increasing sub-committee participation.

AWARDS SUBCOMMITTEE

Roles and responsibilities: Coordinate annual recognition programs: Tree Farmer of the Year, Logger of the Year, Educator of the Year, Inspector of the Year, Outstanding Tree Farm Inspectors, and Dennis Swift Award. Coordinate university scholarship program. Coordinate nominations for national awards as necessary.

TREE FARM NEWSLETTER SUBCOMMITTEE

Roles and responsibilities: Curate content for fall newsletter

FINANCE SUBCOMMITTEE

Roles and responsibilities: Review financial report on a quarterly basis, noting past quarter's expenses and revenue, drafting recommendations on investments for approval by the steering committee, and generally verifying that budget management is consistent with bylaws.

ANNUAL MEETING SUBCOMMITTEE

Roles and responsibilities: Coordinate annual meeting, including selecting a date and site, sending invitations, managing registration, arranging field trips and presentations, hiring a caterer, and coordinating silent auction.

SOCIAL MEDIA SUBCOMMITTEE

Roles and responsibilities: Ensure website content is up-to-date. Serve as point person for updating website and Facebook content. Delegates public relations responsibilities (press releases, media contacts) as necessary.

FINANCIAL AUDIT SUBCOMMITTEE

Roles and responsibilities: Conducts financial audit once per year.

ADVOCACY

Roles and responsibilities: Communicates with Montana's congressional delegation and state legislators regarding issues relevant to MT Tree Farm. Coordinates legislative activities as needed (e.g. legislative listening sessions, statements on proposed legislation potentially affecting family forest owners).