

Membership Chair

This position is an optional CAB position. This is one of the four (4) chairmanships that are recommended for the second vice president. The membership chair and committee are responsible to:

- Maintain up-to-date membership records for the chapter utilizing the information sent by ASG National Headquarters.
- Provide membership lists to neighborhood group leaders and CAB members as requested.
- Keep the membership application and membership brochure current and available and oversee its distribution throughout the area served by the chapter.
- Welcome and involve new members in chapter activities.
- Contact non-renewing members to determine withdrawal reasons.
- May write a membership column for the chapter newsletter.
- Develop plans and carry out projects to increase chapter membership, working with the approval and help of the rest of the CAB.
- May involve area retailers in membership drives.
- May use special chapter events to meet and interest non-members.
- May also represent the chapter at community events such as local fabric stores on a big sale day, a community yard sale, etc.
- May host a booth at sewing expos, local fairs highlighting community nonprofit groups, malls, etc., to introduce the chapter to non-members.
- Ensure that any membership forms and checks received by CAB members are promptly forwarded to National Headquarters for processing.

Much more information may be found in the Leadership Library booklet, the *Membership Chair's Guide*.

Associated Topics and Information

- "CAB Responsibilities," on page 8-2.
- Membership Chair's Guide* is downloadable from the Leadership Area of the ASG Web site at www.asg.org.
- "Membership and Growth," on page 9-18.