



The Sudbury Savoyards Communications and Community Committee (CCC) Charter



PURPOSE

The Communications and Community Committee (“Committee”) will support the Board of Trustees of The Sudbury Savoyards, Inc. on matters related to keeping the community informed and engaged.

KEY RESPONSIBILITIES

The Communications and Community Committee (CCC) shall perform all duties as requested or required by the Board of Trustees. The Committee shall:

1. Manage year-round communications through social media, website, and email updates to membership/audience (including the Sandwich Board)
2. Foster year-round engagement within our community via social media and our email list
3. Promote engagement and awareness by encouraging individuals to participate with/support the organization and to signup for our email list
4. Assist the Governance Committee with planning the Annual Meeting with a focus on member engagement
5. Support show promotion by providing guidance, training, and tools to relevant show staff
6. Oversee Outreach team efforts to foster engagement with our internal and external communities.
7. The Committee shall review and reassess the adequacy of this Charter annually and recommend any proposed changes to the Board of Trustees for approval.

BOARD COMPOSITION AND TERM LIMITS

The Communications and Community Committee (CCC) shall be composed of at least three and not more than eight members. The Committee Chair shall be appointed by the Board of Trustees. Members of the Board will recommend individuals and the Committee will recruit these persons. This is a standing committee with no term limits.

SCHEDULE OF MEETINGS AND MINUTES

The Communications and Community Committee (CCC) will meet at least 4 times per fiscal year and will hold additional meetings as needed to fulfill its responsibilities as described in this Charter and as called by the Committee Chair.

The Committee shall make regular reports to the Board of Trustees. The Committee shall maintain minutes of its meetings and provide copies of the minutes to the Board upon request.

AUTHORIZATION AND LIMITATIONS OF POWER

The Communications and Community Committee (CCC) is established by the Bylaws of The Sudbury Savoyards and has no power or authority to act on behalf of the Board of Trustees. The Committee will abide by the provisions in the Bylaws that pertain to the meetings and actions of the Board.

approved by the Board of Trustees January 16, 2025