

Policy No: J-19

Subject: Committees Commission: Legacy

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Effective Date: 6/21/19

Revision Date(s):

Review Date(s):

Review Responsibility: AASL Board of Directors, AASL Member Engagement Committee

Policy Statement:

The AASL Legacy Committee is responsible for planning, organizing and executing the Friends of AASL individual donor project.

Focus:

Primary: AASL Board of Directors, AASL Legacy Committee

Purpose:

To describe the duties of the AASL Legacy Committee.

Procedure:

Committee objective(s):

1. Promote individual gift giving to the Friends of AASL fund.
2. Contact donors on a monthly basis with personalized thank you messages.
3. Contact donors one month prior to their “gift anniversary” date to remind them of the impact their previous gift had and encourage a repeat gift in the current year.

Committee composition:

1. The chair appointed by the AASL President-Elect for a one-year term. Prior AASL committee experience is required. The chair position is limited to four consecutive years. The chair may resume the chair position after one year off the committee.
2. The committee should consist of a minimum of ten members, each member appointed by the AASL President-Elect for two-year terms. The committee member position is limited to two consecutive terms.

Chair responsibilities:

1. Organize and monitor the work of the committee to ensure monthly tasks and communications and being completed in a timely fashion.
2. Convene the committee quarterly to discuss work, answer questions and brainstorm additional communication strategies and growth opportunities.

Committee responsibilities:

1. Complete communication tasks and report back to committee chair.
2. Participate in committee meetings.