

**Central Baldwin Chamber of Commerce
Committee Description
Governmental Affairs Committee**

OBJECTIVE:

This committee is responsible for keeping up and in touch with each of our municipalities.

FUNCTION:

The Governmental Affairs Committee is the engine through which The Board of Directors is kept in contact with each of our four municipalities.

RESPONSIBILITY:

- Attend City Council meetings in all four municipalities.
- Organize and attend Quarterly Mayor's Breakfasts.
- Assist with the Elected Officials Reception funded by the Baldwin County Commission.
- Establish, coordinate, assist, and/or promote local municipalities' efforts to work together on area-wide projects, development or legislation.

REPORTING:

- Provide a verbal / written update of Committee activity to CEO
- Provide a verbal Committee activity update at every Board Meeting
- Prepare relevant material for Board of Directors' meetings when action is recommended

NOTE:

It is the responsibility of the Executive Director to assign a 'key staff' person to the Committee