

## KAE4-HA Committee Descriptions (revised 8/2021)

**Benefits:** The Benefits committee is in charge of working on benefits options for members through UK as well as other duties as assigned. The Dependent Higher Education Scholarship is run through this committee.

**Finance:** The Budget committee shall prepare the new budget annually. This committee should also audit the treasurer's books. Each association committee, including any sub committees, may submit a line item budget request to the Budget committee.

**Conference Planning:** This committee will be responsible for the planning of the annual KAE4-HA Conference. The President-Elect sits on this committee.

**Evaluation & Research:** This committee is in charge of evaluation of conferences as well as anything pertaining to the evaluation & research that would be helpful for members.

**Hospitality:** This committee has a very important role at our annual meetings; their primary job is to welcome new agents and make them feel that they are an important part of our team. This committee should also plan social and networking events for the annual meetings and at the in-service series in December.

**Legislative Relations:** This committee is in charge of working closely with law & policy makers to promote 4-H and is in charge of the Capitol Experience.

**Member Recognition:** The purpose of this committee shall be the marketing, selection, and administration of KAE4-HA member recognition programs.

**Nominating:** This committee should review the credentials of each nomination from the areas and place the most qualified names whenever possible, in nomination for the various offices at each election. In addition, this committee shall nominate individuals for KAE4-HA offices, committee chairs and chair-elects. The Past President of the association is the Chair of this committee.

**Membership:** This committee is comprised of the Senior Association Directors. This committee works on the membership process, such as forms, deadlines, etc. The Vice President of the association is the Chair of this committee.

**Policy & Resolution:** This committee should develop and review policies as well as consider submitting resolutions to the KAE4-HA Annual meeting. This committee will also be responsible for any revisions in constitutions and by-laws.

**Public Relations & Information:** The primary goals of this committee is to make available to agents any 4-H public information and promotional ideas that will help their performance as professional 4-H agents. The committee is also responsible for awarding the agent publicity award and the newspaper award.

**Lifetime Membership:** This committee is in charge of the upkeep of the life member list for KAE4-HA as well as the recognition of new life members.