



CITY COUNCIL STANDING COMMITTEES 2018-2019

It's time for Houston City Council members to think about signing up for 2018-2019 council committees.

Please pass this around at your chapter meetings in January and February so your members can read about the duties of various standing committees and consider signing up to be a Chairman, Co-Chairman or committee member.

Working on one or more committees is a lot of fun as well as a wonderful opportunity for you to get to know members from other chapters and enlarge your golden circle of friendship!

If you have any questions, give Pinky Stromek, President-Elect, a call (281-788-7149) or send her an email (america.stromek@gmail.com). She would welcome the opportunity to visit with you.

DUTIES OF CITY COUNCIL STANDING COMMITTEES

AUDIT: This committee consists of one qualified member to examine the Treasurer's financial records. She will be available to the Treasurer for consultation at any time. **The Audit Report shall be made at the June Council meeting.**

COUNCIL ACKNOWLEDGEMENT OF PARTICIPATION AND ACHIEVEMENTS (CAPA), SCRAPBOOK AND YEARBOOK CONTESTS: This committee formulates and compiles a **document with recommendations to be submitted to council for approval at the June Council meeting** each year. This document shall include all information pertinent to CAPA activities and the State Scrapbook and Yearbook Grading Sheets, and all decisions, with guidance of the Executive Board, shall be final. In addition to Scrapbook and Yearbook contests, CAPA includes four (4) mini contests (Best Program, Best Service, Best Social and Best Ways & Means). All chapters shall compete equally in all CAPA, Scrapbook and Yearbook contests. The first-place winners shall be recognized with certificates and cash awards as determined by budget allowances and awarded at the Founder's Day Banquet.

CITY COUNCIL DIRECTORY: This committee shall be responsible for publishing the City Council directory. The use of the City Council directory shall be strictly for the information of Beta Sigma Phi members. A complimentary copy of the directory shall be presented to the President. The directory is compiled during the Summer and **presented at the August City Council meeting.**

FALL FASHION SHOW: This committee formulates and executes all plans for a fashion show and luncheon to be held in the Fall. **(Usually in October)**

FRIENDSHIP: This committee is responsible for extending our hand of friendship by appropriate remembrance or visits to Beta Sigma Phis and their families from outside the Houston area who are hospitalized for any length of time in our city. They are also responsible for coordination of the HCC Disaster Relief Plan when applicable.

HISTORIAN: The Historian compiles a scrapbook for the year's activities to be presented to the Outgoing President at the Founder's Day banquet.

LEGACY RITUAL: This committee formulates and executes a Legacy Tea and Ritual and honors all Legacy and Envoy II members of Houston City Council. **This is usually in March.**

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LIBRARIANS: This committee maintains folders for each chapter and officer of council and furnishes them with all fliers and information addressed to them.

MEMBERSHIP: This committee shall be responsible for keeping a current record of members eligible to progress; to encourage progression; to maintain full chapter membership; and to execute any special rushing project deemed necessary. This committee shall function under the direction of the Vice President.

PHOTOGRAPHER: The Photographer is responsible for photographic coverage of City Council activities for any publicity or other purposes required including pictures to be furnished to the Wick Editor and the Historian for the scrapbook.

PRISM (PROMOTING RELATIONSHIP IN SISTERHOOD & MEMBERSHIP): This committee formulates plans and recommends changes to stimulate interest and participation of the current membership in Houston City Council events and activities and to stimulate membership growth by promoting Beta Sigma Phi in the city.

PUBLICITY: This committee extends through the mediums of the press, radio, television and the International Torch of Beta Sigma Phi the aims and accomplishments of the council's activities. It shall always endeavor to give the public an accurate account and intelligent understanding of Beta Sigma Phi as an educational, social and service factor. Additionally, the committee shall keep a record of articles submitted and those appearing in local media and report to the membership.

SERVICE: This committee investigates, organizes and supervises any service and fund-raising projects of City Council. The service Project of City Council is voted on annually at its regular April Council meeting. A chapter wishing to propose a service project to City Council shall send literature to the Service Chairman by February council meeting. The Service Committee prepares a written presentation giving each proposal full explanation equitably. The written proposal(s) are submitted to each chapter at the March council meeting. All service funds shall be disbursed within the year earned whenever possible.

SWEETHEART BALL: This committee formulates and executes all plans for a **Sweetheart Tea and Judging held in January** during which a Queen, Princess and Sweetheart are chosen by the Judges. This Committee also formulates and executed all plans for a **Sweetheart Ball held in February** at which time chapter Sweethearts are presented and a Royal Court consisting of a Queen, a Princess and a Sweetheart announced. The Royal Court are presented with flowers and a Beta Sigma Phi trophy, or a gift of equal value, by the Sweetheart Ball Committee.

WEBSITE: This committee formulates and maintains a council Web Page composed of information relevant to this council and timely news items submitted by chapters and council committee chairmen.

WICK: This committee formulates and publishes a council newsletter for the months of September thru June, composed of timely news items and pictures submitted by chapters and council officers and committee chairmen. At the Wick committee's discretion, a newsletter may also be published in July and August.

HCC COMMITTEE SIGN UP SHEET (2018-2019)

CHAPTER _____

Turn this form in to Pinky Stromek, President-Elect, no later than the March Council Meeting

COMMITTEE	CHAIR/CO-CHAIR		COMMITTEE MEMBER(S)
AUDIT	CHAIR		
CAPA/SCRAPBOOK/YEARBOOK MINI CONTESTS	CHAIR		
	CO-CHAIR		
COUNCIL DIRECTORY	CHAIR		
	CO-CHAIR		
FASHION SHOW	CHAIR		
	CO-CHAIR		
FRIENDSHIP	CHAIR		
	CO-CHAIR		
HISTORIAN	CHAIR		
	CO-CHAIR		
LEGACY RITUAL	CHAIR		
	CO-CHAIR		
LIBRARIANS	CHAIR		
	CO-CHAIR		
MEMBERSHIP	CHAIR	DOLORES FRITZ, HCC VP	
PHOTOGRAPHER	CHAIR		
	CO-CHAIR		
PRISM	CHAIR		
	CO-CHAIR		
PUBLICITY	CHAIR		
	CO-CHAIR		
SERVICE	CHAIR		
	CO-CHAIR		
SWEETHEART BALL/TEA	CHAIR		
	CO-CHAIR		
WEBSITE	CHAIR		
	CO-CHAIR		
WICK	CHAIR		
	CO-CHAIR		