



The Role of a Member Engagement Committee Member

1. **Attend Meetings Regularly**

Respond to polls about choosing meeting dates. Participate in scheduled meetings and respond to all RSVP requests. Notify the staff liaison in advance if you are unable to attend.

2. **Be Prepared**

Review agendas, minutes, and relevant materials in advance to contribute meaningfully to discussions.

3. **Participate Actively**

Engage in discussions, offer your insights, contribute ideas, and collaborate respectfully with fellow members.

4. **Contribute Between Meetings**

Assist with projects, provide feedback, or complete small tasks as needed to help move the committee's work forward. Participate in and promote Member Engagement Committee events.

5. **Stay Informed**

Stay current on committee communications and updates. Timely responses to emails are appreciated.

6. **Support the Mission**

Uphold and promote the goals of the Member Engagement Committee and NYACP.

The Member Engagement Committee's top priorities include membership recruitment, retention, and advancement to fellowship. The Committee monitors membership statistics and makes recruitment and retention recommendations to the Council for action and implementation.

7. **Maintain Confidentiality**

Respect the confidentiality of sensitive discussions or materials as needed.