



# Membership Committee Charter 2023-2024

## **Bylaws:**

Responsible for helping to recruit and retain members to ensure ongoing AIL sustainability by identifying membership needs, identifying initiatives to enhance member benefits, and recommending and promoting events/programs that foster membership satisfaction as determined by survey/feedback.

## **Responsibilities:**

- Track and report membership levels at quarterly intervals
- Provide membership forecast for budget planning
- Assess membership benefits and revise as needed
- Generate annual membership appeal letter
- Welcome new members via calls and in-class introductions
- Follow up on new members' experiences
- Plan and manage with AIL office the annual membership celebration event
- Work with Communications Committee and office to promote membership including the spring membership special
- Coordinate with other committees on AIL initiatives