

Committees respond to the direction and charge of the Board by deliberating the best way to accomplish a task; they explore options and make recommendations for Board action (through the Board liaison). These recommendations may take the form of requests for projects, programs, or expenditures.

Budget/Finance- The Budget/Finance Committee prepares the annual budget for the coming fiscal year in conjunction with the Treasurer and submits it to the Chapter membership for approval. The Committee will accurately account for monies received and dispersed for purposes of the Chapter's activities. The Committee shall determine fundraising activities, and the Executive Committee will ratify plans.

Bylaws- The Bylaws Committee is responsible for interpreting the Bylaws, receiving and studying all suggested changes to the Bylaws, drafting proposed changes and submitting them to the Chapter membership for review, and presenting proposed changes to the membership for vote. The Bylaws Committee will maintain a record of The Bylaws, as initially ratified by the Chapter, and of all changes to the Bylaws thereafter, so that there is a history of such changes as may be made. This information will be forwarded to the Secretary.

Education/Research- The Education/Research Committee coordinates the newsletter, prepares and facilitates educational programming for all members, and facilitates communication of current pain management nursing research and innovative pain management practices and programs to the Chapter membership. The Education/Research Committee keeps a historical record of offerings, attendance, and evaluations. This information will be forwarded to the Secretary.

Executive- the Executive Committee is made up of all Local chapter officers, actively holding office, and the immediate past president, and all committee chair persons/co-chairs. The Executive Committee is responsible to administer the business of the Local Chapter as stated in the bylaws.

Media/Advocacy/Policy (MAP) - The Media/Advocacy/Policy Committee is responsible for assisting to keep the membership informed regarding opportunities to raise public and legislative awareness regarding pain management issues, advocacy, education, as well as to further educate the membership in these important areas.

Membership- the Membership Committee actively promotes expansion of Chapter membership through recruitment and retention programs. The Membership Committee is responsible to maintain an updated record of active membership inclusive of contact information, available to the Executive Committee upon request.

Nominating-The Nominating Committee prepares a ballot, which will be submitted to the Executive Committee at least 15 days prior to the election.

Community Service Project Task Force is designated to lead the group in efforts within the community

