

## **Establishment of a Special Committee**

### ***SRE Huntsville Chapter Website Committee, a Committee with Power***

#### **Committee's Duties**

Perform all actions/duties/activities necessary for the establishment, updating, modification, and maintenance of the SRE Huntsville Chapter Website.

Such duties may include,

- Creating pages or otherwise developing website content.
- Adding functionality to the established website.
- Determining the format of the website and its content.
- Updating information as required

#### **Deliverables**

The SRE Huntsville Chapter Website Committee will publish and maintain the website and will provide a status periodically during a regular chapter meeting.

#### **Powers**

The SRE Huntsville Chapter Website Committee shall have approval authority over all decisions affecting the website including planning, updating, and maintaining the website.

The SRE Huntsville Chapter Website Committee shall have the authority to request funds for disbursement/expenditure to cover the annual hosting fee of the website. Requests for disbursements/expenditures by the committee shall be documented using a Cash Disbursement/Expenditure Request form provided by the Treasurer.

#### **Committee Members and Chairman**

Justin Willette (Chair)

Mary Ann Brothers (Member)

#### **Retirement of the Committee**

The SRE Huntsville Chapter Website Committee shall be disbanded at the time it's decided that the function of the committee is no longer required.