

Vice President (Board)

Ronke Luke

Chair/Operations Committee

Oversees operations committee, who reviews the day-to-day operational issues of WCEE.

Technology Subcommittee

Works with Treasurer and committees to help identify technology needs across the organization to support various committee functions.

Operations Committee

Internal Communications Subcommittee

Assists vice president in coordinating with committees to follow up on preparation before board meetings.

Master Calendar

Assists vice president in a master calendar of key annual events (holidays, etc.) and facilitate scheduling of major events.

Executive Director (Non Voting Board)

Clare Piercy

Provides day to day staffing of WCEE.
Represents committee if Operations Chair is not available.

General Committee Duties / Responsibilities / Reporting:

- The Operations Committee is responsible for the daily nitty gritty jobs of WCEE.
- This committee will meet [*frequency, in person or by conference call*]
- As required, each committee member may recruit members to populate a subcommittee to meet the duties of that member.
- Each committee member will report to the Board member its activities, and the Board member will consolidate this into a single monthly report to the Board of Directors