

# MEA-Retired Chapter Development Committee

## 2016-2019

### Duties:

1. Seek out and encourage MEA-Retired members to form new chapters throughout the state.
2. Assist in revitalizing dying Chapters.
3. Provide information and help members start new chapters.
4. Instruct prospective chapters to send their Constitution and Bylaws to the Constitution and Bylaws Committee.
5. Appoint a secretary to take minutes and forward them to committee members and MEA-Retired Staff Secretary, Lisa Andros at EAndros@mea.org.
6. Notify Officers of meeting dates and times.
7. Follow guidelines of NEA Chapter Development
8. Submit a written report for the Annual Meeting.
9. 2016-2017 Budget - \$1,100

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