



PREVENT BLINDNESS, OHIO AFFILIATE (PBO) CHAPTER STRUCTURE AND OPERATION

Purpose: Implements program service priorities and raises funds within a specified geographic area.

Objectives of the Chapter:

1. Raises funds from a broad base of sources: individuals, corporations, foundations and organizations.
2. Assesses community needs and implements program services that meet needs within the statewide strategic priorities.
3. Recruits volunteers to accomplish objectives.

Structure:

Chair: The Chair of the Chapter's Executive Council is elected by the council for a term of one year and may serve up to three successive terms. The chair presides at all Executive Council meetings, appoints committee chairpersons and works with staff in managing the chapter.

Executive Council: Composed of 15-20 community leaders who have the interest, knowledge and influence to assess community needs and implement program services that meet needs within the statewide strategic priorities. Works in conjunction with Chapter Director.

Executive Committee: Composed of the following committees: marketing/development and community services and officers.

Nominating Committee: Charged with recommending a slate of qualified people to the Executive Council for election as members and officers. Works in conjunction with Chapter Director.

Communications Committee: Charged with making the public aware of PBO's programs and advocacy issues that preserve sight and prevent blindness within the chapter territory, and the need for volunteers and financial support to carry out its programming. Work in conjunction with Community Development Coordinator.

Community Services Committee: Charged with recommending and implementing public awareness, advocacy, educational and community service programs that are consistent with PBO's priorities and standards and meet the needs of the Chapter area. Work in conjunction with Community Development Coordinator.

Marketing and Development Committee: Charged with developing and maintaining funds from corporations, foundations, organizations and individuals within chapter territory to assist PBO in raising the income to fund sight saving programs. A specific income goal for the chapter will be established jointly by PBO and the chapter is part of the budgeting process. Work in conjunction with Chapter Director.

Chapter Operation: The Executive Council meets at least quarterly. An annual schedule of meeting dates, times and places is established by the chairperson and circulated to members. A quorum is not necessary for the Council to conduct official business.

Committee Operation: Each committee meets at least quarterly or as needed to accomplish its goals. An annual schedule of meeting dates, times and places is established by each chairperson and circulated to members.

Fiscal Operation

Funds for all chapter operations and programs are allocated annually by PBO's Board of Directors.