

Effective Date: 03/05/2023
DRAFT AMENDMENTS

Public Outreach Committee

Purpose

The purpose of this document is to describe the functions of the Public Outreach Committee and how they will operate to fulfill the purpose of the Guild to share members' interests in weaving with members of the community by promoting community education and participating in special events and services.

Authority/Relevant Documents

Bylaws

Policies and Operational Procedures: Finances, General Committee Information, Organizational Details

Policies

I. General Overview

- A. The Public Outreach Committee is a Standing Committee with responsibility for organizing, planning, directing and supervising education about weaving and other fiber activities to members of the community as the need and opportunity arise.
- B. Subcommittees may include but are not limited to the following activities and are supported in the Guild budget: Fair events (Sheep to Shawl, 4 X 4); charitable activities (such as the Harmony Hill Project); library displays, community and school activities.
- C. Existing Guild Policies and Operational Procedures for the receiving, handling, counting and management of funds shall be always followed by all Committee chairs and members. Additionally, Committee chairs and others responsible for budgeted income and expenses shall follow existing Guild POPs for budget development and adjustments. See Finances.

II. Subcommittee Specifics

- A. Fair Events
During the summer months, organizes Guild participation in local fair events, most notably the Sheep to Shawl and 4 X 4 events at the Puyallup Fair and the Thurston County Fair. Monies from these events are deposited in the general fund.
- B. Charitable Activities
While the Guild itself does not financially donate to charities and other private organizations, organized charitable activities may be undertaken

by Guild members with the approval of the Board of Directors at the request of the Public Outreach Committee Chair.

C. Library Displays, Community and School Activities

1. In support of the Guild's Purpose, this subcommittee will respond to requests and participate as resources and manpower allow.
2. **Although OWG does not sponsor activities for individuals under eighteen years of age, requests may come from outside agencies asking the Guild to participate with agencies that do. When considering the request, it is expected that the requesting agency will handle any issues related to the need for background checks or screening of Guild volunteers.**