



Booth & Promotions Committee Mandate

I. Mandate

The Booth & Promotions Committee is a committee of the Board of Directors (BOD) of the Association of the Ontario Road Supervisors (AORS). The mandate of this committee is to market and promote the AORS brand, programs and events at specific provincial, national/international public works related trade shows and conferences in a consistent and professional manner.

II. Committee Composition, Appointment and Procedures

- a. Composition and Appointment of the Committee
The Committee shall be comprised of six to eight (6-8) association members as determined by the Board of Directors. Where a vacancy occurs at any time in the membership of the Committee, it may be filled by the BOD.
- b. Committee Chairperson
 - The Committee shall appoint a Chairperson whose responsibilities shall be to chair the Committee. Chairperson must be an active Board member.
 - Term of Chair will be three years.
 - Set agenda and ensures that the Committee meets on a regular basis and at least once per year.
 - Report to the full BOD on all proceedings and deliberations of the Committee and at such other times and in such manner as the Board considers advisable.
- c. Absence of Committee Chairman
If the Chairman of the Committee is not present at any meeting of the Committee, one of the other members of the Committee who is present at the meeting shall be chosen by the Committee to preside at the meeting.
- d. Quorum
A majority of the members of the Committee shall constitute a quorum.

III. Responsibilities of the Committee

- a. Attend various events throughout the year to promote AORS programs and events (approximately 12 shows per year)
- b. Promote AORS at local association events (eg. prizes/draws)
- c. Promote AORS at Annual General Meeting and Municipal Trade Show with promotional gift.
- d. Recognize advertisers in Spotlight Municipal Directory for 20 consecutive years of advertising