

Hall of Fame-Show

Committee number and makeup:

- Chair - appointed
- Members-selected by Chair

Committee Type: Ongoing

Committee Chair Term: Indefinite

Reports to: GSPCA Board

GSPCA Equipment: None

Supplies/Services Needed:

- Computer and printer- not paid by GSPCA
- E-mail and Internet access- not paid by GSPCA
- Postage – paid by GSPCA
- Long distance phone calls – paid by GSPCA

Skills Required for Committee Chair:

- Ability to prepare written reports
- Organizational skills
- Proofreading skills

Responsibilities and Protocols:

- Be familiar with the requirements for nominations
- Ensure that the Nomination Form and contact information is correct on the website.
- Review the submitted form to ensure that all requirements are met, the information is correct and in the proper format.
- Work with the submitter to finalize the Nomination Form
- Conduct a meeting of the Committee to vote on the nomination
- If approved, forward the Nomination Form to the Recording Secretary for inclusion in the Committee Report for next Board Meeting- Deadlines are May 15 and December 15
- Submit a report to the Recording Secretary for each Board Meeting. If a Nomination has been submitted your recommendation should be included in the report
- Contact the Submitter to inform them of the Boards decision after the minutes of the meeting have been approved
- Once the BOD has approved the award the Chair should send the information and photograph to the:
 - o Awards Chairman to order plaque/award to be presented at the next National Show/Field Trial
 - o Yearbook Chairman
 - o Website Administrator
 - o Shorthair Journal Editor