

# MEA-Retired Communications Committee

## 2016-2019

### Duties:

1. Work in coordination with the *MEA Voice* editor for inclusion of MEA-Retired information
2. Provide appropriate content to our electronic communication system as needed.
3. Approval of published information for the website and Constant Contact is to be confirmed by the MEA-Retired President and/or the MEA-Retired Vice-President.
4. Appoint a secretary to take minutes and forward them to committee members and MEA Staff Secretary, Lisa Andros at EAndros@mea.org.
5. Notify Officers of meeting dates and times.
6. Submit a written report for the Annual Meeting.
7. 2018-2019 Budget - \$6,000

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