

AWCC Committee Overviews

The Communications Committee:

- Maintains membership lists and contact information
- Creates a phone tree to quickly disseminate last-minute information to the membership
- Emails meeting, schedule, and event notices
- Updates the AWCC website to reflect current documents, roster and events, including regattas, meetings and fundraisers
- Emails regatta information and directions to membership
- Emails "Meet & Follow" and hotel information provided by the Regatta Committee to the membership
- Is overseen by the Secretary

The Compliance Committee:

- Issues and/or updates the AWCC documents, as necessary
- Convenes Conduct Boards to conduct disciplinary proceedings in the event of Code or Policy violations
- Is overseen by the Advisory Member

The Equipment Committee:

- Oversees the maintenance and storage of all AWCC equipment
- Maintains a detailed log of all equipment, including purchase date and price, and all maintenance performed
- Maintains current licenses and registrations required by local, state, or federal agencies
- Submits an annual budget for equipment repair and maintenance and updates changes throughout the year, as necessary
- Is overseen by the Treasurer

The AWCF Fundraising Committee:

- Organizes fundraising events
- Coordinates the organized solicitation of private and corporate donations
- Maintain accurate records of all fundraising activities
- Is overseen by the AWCC and AWCF Vice Presidents

The AWCF Grant Writing & Sponsorship Committee:

- Seeks out grants for which AWCF is eligible
- Applies for a minimum of two (2) grants per year
- Seek out corporate and private sponsorships
- Is overseen by the AWCC and AWCF Vice Presidents

The Liaison Committee:

- Serves as AWCC liaisons to Toledo Rowing Club (TRC) for the Frogtown Regatta
- Attends monthly TRC board meetings as an AWCC representative and relays pertinent information to the membership
- Is overseen by the President

The Public Relations & Recruitment Committee:

- Promotes the visibility of AWCC
- Works with the Fundraising Committee to publicize fundraising events
- Issues press releases to news media and posts on AWCC Twitter and Facebook accounts, to report AWCC activities and accomplishments
- Communicates regatta results to AWHS Secretary for announcements
- Recruits prospective new athletes through informational meetings, Open Houses, school announcements, and informational flyers
- Organizes annual introductory summer rowing camps and winter conditioning, including advertising, registration, etc.
- Is overseen by the President

The Regatta Committee weekly:

- Creates regatta menu posts on the website (via the Communications Committee)
- Shops for and prepares food
- Stocks (including propane), hauls, loads/unloads, maintains and stores the food trailer
- Sets up and tears down the tent
- Trailers the boat
- Establishes a "Meet & Follow" procedure for novice families commuting to regattas
- Makes group hotel arrangements, when necessary
- Is overseen by the Secretary

The Safety Committee:

- Makes available the most current copy of policies of governing organizations, including US Rowing, SRAA, MSRA, TRC and the United States Coast Guard.
- Ensures that all Student Members in AWCC receive proper instruction in safe watermanship as outlined in the US Rowing SafeSport Policies and AWCC Safety Guidelines.
- Ensures that the AWCC Safety Guidelines are being followed
- Is overseen by the Advisory Member

The Spirit Committee:

- Maintains uniform and crew wear vendor contact information
- Coordinates with professional photographers to provide Student Member photo packages
- Distributes order forms to the membership in a timely manner
- Places orders and delivers goods upon receipt
- Collects and delivers all payments received to the Treasurer
- Creates parent/guardian lanyards prior to the first regatta each season
- Organizes and oversees the AWCC Little & Bigs Program
- Coordinates the ordering and delivery of Senior gifts, and varsity letters
- Coordinates the kick-off and end-of-season parties and assists team captains in organizing or carrying out any team building activities, as requested
- Is overseen by the Treasurer

