



Eastern Michigan Council



Standard Operating Procedures

Chapter Delegates

Updated December 14, 2019

1	All EMC Delegates and Alternates must be members in good standing (national and local league dues paid) and are required to be active on Community Connections.
2	EMC information will be posted on Community Connections as the primary source of Communication for minutes, meeting flyers, and financial reports. Delegates are to regularly check Community Connections for information to disseminate out to their leagues.
3	Distribute communications sent from EMC Communications Officer to league members within 5 days of notification.
4	Every effort should be made to attend all EMC meetings scheduled; and, if unable to attend, ensure an Alternate can be in attendance.
5	Encourage other league members to attend EMC Events.
6	Share with your league the information provided at EMC Meetings (presentations) including updates from other leagues – encourage participation in their events as well.
7	You are your league's representative. Exercise your right to vote.

Delegate Suggestions:

- Include an EMC Corner in your newsletter and provide updates from the EMC meetings.
- Give a brief update to your fellow league members (after each EMC meeting) at your next league meeting.

Any questions? Please send an email to the EMC Executive Board at: abwa.emc@gmail.com