

## **Job Description - Chairman of the Sunshine Committee**

**Purpose** - To act on the behalf of the GPCA membership in expressing sympathy, condolences, get well wishes etc. to club members who have lost a loved one, had surgery or lengthy illness or lost a pet.

**Required actions** - The committee sends cards or other appropriate item, such as flowers, to members who have lost a loved one or pet or had surgery or an extended illness. The committee can only take these actions when notified of such events within the membership ranks. All members are asked to notify the committee if they know of a fellow member who has suffered a loss or illness.

Committee chairs must submit a quarterly report each quarter for publication in the Pinscher Press. The current deadlines are: March 10, June 10, September 10 and December 10. If no committee action has occurred during a quarter that should also be reported. The yearly report required for the annual membership meeting will count as one of the quarterly reports.

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By the authority of the GPCA Constitution/Bylaws, any committee member who does not follow these guidelines may be terminated by a majority vote of the full membership of the Board upon written notice to the appointee; and the Board may appoint a successor for the person whose service has been terminated.

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