|  |  |  |
| --- | --- | --- |
| **Committee Title** | **Officer/Board Member(s)**  **Responsible** | **Description** |
| Administrator | Mindy Sivright – Secretary | Membership, Directory, Newsletter, Board/ General meeting minutes |
| Administrator | Ghislaine deKoning | Finances/Amounts, Annual Report |
| Website | Brittney Houghtaling  Vickie Wancho | Update Website  Update e-mail list |
| Bazaar | Ghislaine deKoning  Kelly Dickson? | Primary contact, organizes activities related to the Bazaar/tack sale |
| Parades |  | Primary contact, maintains schedule, equipment and information on parades |
| Horse show | Ghislaine deKoning  Kelly Dickson? | Primary contact, establishes sub-committee for sponsors, ads, showbill, prizes, food, flyers |
| Fall Ride | The Board 2021 | Primary contact, maintains schedule, sponsors and information on the trail ride |
| Play Days | Sandy Monk  ? | Associate Play Day  Club Play Day |
| Hospitality |  | Maintains beverages and supplies for trail rides, play days and parades |
| Trail Rides |  | Primary contact for scheduling, sponsors and guest registration, release forms for the Trail Rides |
| Associate Member Overseer | Sandy Monk | Primary contact that helps Associates organize and execute the Associates Play Day and keep track of their requirements |
| Non-Riding Events |  | Primary contact for non-riding events such as Bowling, Alumni, Xmas party, etc. |
| Posse Apparel | Betsy Faitz? | Coordinates ordering Posse shirts, Jackets. Keeps the inventory and list of inventories |