

PINNACLE AWARD COMMITTEE

Purpose: Functions as an Admissions Committee charged with the responsibility of qualifying members for the award in accordance with established guidelines.

Qualifications will be subject to the approval of the Board of Directors.

Categories, awards, the awards function for presentation of awards, the rules, and the admission fees are to be determined by the Committee.

This committee is self-sustaining, developing its own budget with the approval of the Board of Directors.

Number on Committee: 20 – 25, or at the discretion of the Chair

Chair: Appointed by President

Vice Chair: Appointed by President-Elect

Makeup: All of the committee members must be members of the Pinnacle Awards with a status of no less than Life Membership, as defined in the Pinnacle Awards Rules & Regulations.

Qualifications for Chair: Must have served at least two (2) years on the Pinnacle Awards Committee prior to being appointed by President.

Qualifications for Vice-Chair: Must have served at least two (2) years on the Pinnacle Awards Committee prior to being appointed by President-Elect.

Restrictions: See Makeup.

Term: Three (3) years

Quorum: Greater than fifty percent of committee

Reporting: Vice President of Membership Services

Duties and Responsibilities:

Meetings: Meetings are scheduled at the request of the Chairperson.

Summer: Purpose is to organize the year's schedule, including dates for application submission, application review meeting, awards ceremony, and assignment of sub-committees. Develop budget and fund-raising strategy.

January: Application review and qualification.

February: List of applicants and qualification recommendations presented to the Executive Committee and Board of Directors.

March: Awards function – presentation of awards.

April: End of year review. Changes to rules are discussed as related to any problems in procedure during the previous awards year. Changes submitted to the Executive Committee and Board of Directors for approval.

ADMISSIONS SUB-COMMITTEE

The Pinnacle Committee Chair shall appoint an Admissions Sub-Committee which shall be composed of the committee Chair, Vice Chair and at least two DeKalb Life Members in the Pinnacle Awards. It shall be the duty of this sub-committee to determine which applications require auditing after all applications are received and reviewed. This sub-committee shall then submit a report to the DeKalb Board of Directors no later than the next Board of Directors' meeting, giving their recommendation with regard to each application.