

## Prospective Committee Member Information

Thank you for your interest in the Three Mile Island Camp Committee! Three Mile's strength is most definitely derived from the committed volunteers who have been running the Camp responsibly and successfully for almost 100 years. The Camp Committee is at the heart of the Island's success; we depend entirely on the energy and good work of volunteer committee members for the smooth running of our operation.

We hope the information contained in this document will answer your basic questions about what the Committee does, how it's organized, and what is required of committee members.

**Committee Responsibilities:** The TMI Committee hires and supervises the Summer and Fall Managers, determines the camp's operating policies, and oversees all aspects of the finances of the camp's operations; in short, the Committee is responsible for the success of the camp.

**Committee Structure:** Three Mile Island Camp is one of the AMC's Volunteer-Managed Facilities. The Camp's governance structure is as follows:

- the Camp is governed by a Committee consisting of 13 members plus a Chair, who communicates with and reports to the AMC's Director of Chapter and VMF Relations
- the length of a term on the TMI Committee is four years; committee members may not serve two consecutive terms
- the TMI Committee has three standing subcommittees: Management, Outreach and Education, and Maintenance; each committee member serves on one subcommittee
- the Chair is responsible for appointing a Vice-Chair, Secretary, Treasurer and chairs of each of the three subcommittees
- three new committee members are elected each spring upon recommendation of the nominating committee, which is composed of the Committee Chair, plus the chairs of the three subcommittees

(The section of the Three Mile Island By-laws which describes the nomination process is on the reverse side of this information sheet.)

**Requirements of Committee Members:** The Committee meets 3 times a year; generally, the first weekend in October (this meeting takes place at Three Mile during closing weekend), the first Saturday in February, and the first Saturday in May. It is very important that committee members attend all meetings.

The work of the Committee is organized and assigned by the subcommittees. Committee members generally have an "assignment" to complete between committee meetings. For example, a Maintenance subcommittee member might create a depreciation schedule for the buildings on the island and enter it into a database. A Management subcommittee member might research prevailing summer wages in the Lakes Region to help inform the full Committee as it determines Croo wages for the next season. An Outreach and Education subcommittee member might design a volunteer survey to assess the impact of TMI's volunteer opportunities.

The amount of time committee members spend on camp business varies a great deal depending on the camp's needs at a given time; generally, the workload is very reasonable.

Three Mile Island Camp By-laws, Section 1E. Selection of New Committee Members:

1. The Nominating committee shall be appointed consisting of the Chair of the T.M.I. Committee plus the chairs of the three standing subcommittees: Management, Maintenance and Programs. The Committee shall be chaired by the senior member.
2. The Nominating Committee shall acquire names of potential committee members in two ways: from current committee members and directly from interested people themselves, via the volunteer survey or communication with the nominating committee chair.
3. Each year, after the fall committee meeting, the Nominating Committee shall send everyone whose name has been submitted a committee information sheet containing a description of the committee's structure and committee members' responsibilities, and a questionnaire about their background (professional and volunteer experience, interests, week at TMI, how many years at TMI, etc.) The sheet shall include a description of the nominating process.
4. The Nominating Committee will keep an ongoing list from year to year of everyone who has completed and returned a questionnaire. Each year, the committee will examine the list to see who fits its needs at the time. Those who are a good match will then be contacted by phone to discuss their background, commitment, availability, etc. The nominating committee will also check in with the TMI committee to get feedback on the candidates they are considering.
5. The nominating committee will recommend 3 top choices and 3 back-ups to the full committee at the spring committee meeting.
6. Three new members shall be elected to the Committee annually for four year terms. Additional members shall be elected to fill vacancies for the remainder of the term.