



# NAELB COMMITTEE RESPONSIBILITIES

## Communications Committee Responsibilities:

- ❖ Website Content. Ensure that website content is relevant, timely, and accurate.
- ❖ Promote NAELB member benefits in conjunction w/ Benefits committee. (The goal here is to get more renewals from members and more usage of our benefits simply because they know about them).
- ❖ Monitor Leasing Forum. Maintain standards of conduct, promote feeling of community, occasionally “feed” threads online. Help new users utilize forum.
- ❖ Explore alternative communication methods amongst members (IM, etc).
- ❖ Publish *LeasingLogic* on regular quarterly schedule w/ special issues as needed.
- ❖ Update the BOD regularly.

## Community Bank “Pocket Lender” Exchange Task Force Responsibilities:

- ❖ Explore the concept of an 'exchange' that may facilitate NAELB brokers being able to utilize other broker's local 'pocket lenders' to fund transactions that our traditional NAELB member funding sources are no longer able to fund due to the changing dynamics in the traditional funding source marketplace.
- ❖ Update the BOD regularly.

## Distance Learning Committee Responsibilities:

- ❖ Develop distance learning modules for members about pertinent information in the industry.
- ❖ Explore new methods of technology.
- ❖ Promote NAELB distance education in conjunction w/ Communications committee.
- ❖ Update the BOD regularly.

## Equipment Re-Lease Task Force Responsibilities:

- ❖ Attempt to enable NAELB Funding Source members who have had to repossess collateral to easily communicate with brokers that may have the ability to resell/re-lease that inventoried equipment by drawing upon the broker's contacts and expertise in a particular type of equipment and industry.
- ❖ Update the BOD regularly.

## Ethics Committee Responsibilities (by invitation only):

- ❖ Blind review of submitted ethics violations as referred by legal counsel.
- ❖ Submit recommendations to the board.



# **NAELB COMMITTEE RESPONSIBILITIES**

## **Funder/Sponsorship Committee Responsibilities:**

- ❖ Review current sponsorship program.
- ❖ Recommend/ Implement a sponsorship program for annual conferences and regional meetings.
- ❖ Help engage our funder and associate members. Work w/ staff to get exhibitors signed up, promoted and gather information from them.
- ❖ Become a clearinghouse/ resource of information for funder and associate members. (i.e. to get monthly new membership lists, provide input for conference workshops and general feedback).
- ❖ Facilitate Meet the Funder phone calls.
- ❖ Update the BOD regularly.

## **Funder Development Sub-Committee Responsibilities:**

- ❖ TBD
- ❖ Update the BOD regularly.

## **Meetings Committee Responsibilities:**

- ❖ Oversee and produce annual conference and regional meetings w/ management.
- ❖ Develop workshops, presenters, promotional material, agendas, etc.
- ❖ Other regional events as warranted.
- ❖ Update the BOD regularly.

## **Member Benefits Committee Responsibilities:**

- ❖ Ensure all committee members are knowledgeable regarding existing benefits.
- ❖ Assign a member(s) of the committee to be POC for each benefit.
- ❖ Provide contact information for each benefit (provider and NAELB member) to management and website.
- ❖ Review existing benefits and recommend eliminating those that are stale or not used.
- ❖ Enhance existing benefits by improve pricing, value, etc.
- ❖ Research and develop new member benefits. Particularly those that save \$ for our members, and those the NAELB can track. (D&B, etc.) .
- ❖ Provide current member benefit information to communications committee to increase knowledge and usage by members of the benefits.



# NAELB COMMITTEE RESPONSIBILITIES

- ❖ Ensure the information on our website is accurate and timely. Update as necessary (with communications committee).
- ❖ Update the BOD regularly.

## Membership Committee Responsibilities:

- ❖ Call prospective members and sell them on NAELB membership.
- ❖ Call ALL new NAELB members of all types. Welcome them, answer questions, point them to benefits.
- ❖ Call ALL non-renewals. Encourage them to renew, find out why they don't, and report that information back to management.
- ❖ Develop or enhance, and recommend to the board new membership drives with the goal of increasing overall membership.
- ❖ Handle bylaw membership infractions per the board's policy.
- ❖ Update the BOD regularly.

## Membership Screening Sub-Committee Responsibilities:

- ❖ Screen prospective member applications (3-4/month average) in a timely manner by using established procedures.
- ❖ Notify board liaison and management of problematic applications.
- ❖ Update the BOD regularly.

## Website Task Force Responsibilities:

- ❖ Ensure that website content is relevant, timely, and accurate. Develop new content as needed.
- ❖ Enhance NAELB web presence.
- ❖ Update the BOD regularly.