

KSRA COUNCIL AWARDS COMMITTEE

Charge

1. To administer KSRA awards program for the Exemplary Council Award and the President's Leadership Award which recognize local and special interest councils that are organized and conduct well-governed council activities

Duties of the Chair

1. To prepare guidelines for participation in awards program
2. To secure approval of the KSRA Board of Directors for budget and guidelines
3. To disseminate guidelines for participation in the awards program to all councils
4. To maintain records of councils for both awards
5. To secure awards (*monetary and/or material) for the recipients
6. To write letters of congratulations to winning councils and invitations to the awards president
7. To report on the status of the awards program at each board meeting as requested by the president
8. To present a final report which includes an analysis of costs and participation and recommendations for the next year to the Board of Directors
9. To complete the Awards report for the IRA Award of Excellence
10. To prepare an annual report and submit a copy for file with the secretary (Bylaws Article VI, Section 10) and more frequently if requested by the president

*Type of award given may change depending on the financial condition of KSRA. Recently given were the Leadership Incentive Award (\$50.00 and certificate) and the Keystone Award (\$50.00 and one IRA basic membership). During the first year of the award \$100.00 was given for the Leadership Incentive Award and a custom made plaque was given for the Keystone Award. Some councils requested certificates instead of plaques to facilitate storage.

Note: See Section B, Part 5b for KSRA Council Award guidelines.