

STANDING COMMITTEE 23 -- COMPUTER COMMITTEE

- I. There shall be standing committee called the COMPUTER COMMITTEE. This committee shall consist of seven (7) members, one of which shall the Secretary of the Federation (who shall not be chair), and six (6) other members. The Newsletter Editor, Yearbook Editor, and Webmaster shall be ex officio members of this committee without voting privileges. The President shall appoint the committee in the odd-numbered year. Meetings may be held by mail, e-mail, fax, or at a designated time and place. All decisions will be by a majority vote.
- II. Duties
1. Maintain and update all software used by the Federation.
 2. Make recommendations for purchase of software to be used by the Federation. Requests for purchase or lease of software must be reviewed by the Finance Committee or Treasurer and President and an appropriate purchase order issued. (See Standing Rule 2.)
 3. make recommendations to the Finance Committee and Treasurer relative to hardware purchases and replacement
 4. manage the Federation website and other web activities and oversee the webmaster. No materials or information may be posted to the website without approval from this committee.
 5. The committee Chair may assign specific tasks regarding any of these duties, and any duties assigned to the Committee by the Executive Board, to committee members as necessary.
 6. This Committee shall be responsible for fundraising activities to help finance purchase and maintenance of software for the Federation.