

MFSRC COMMITTEES

Awards Committee:

This committee reviews and selects nominees of worthy child support workers for awards to be presented at the MFSRC Fall Conference each year. The categories of awards are, Honorary Life Member, Outstanding Program Achievement, Outstanding Customer Services Award, Program Awareness Award, and Outstanding Program Achievement.

Conference Site Committee:

This committee is responsible for researching and reserving facilities to accommodate the annual fall training conference. Duties include, but are not limited to: cost analysis of facilities that meet the site and size requirements for space, detailed set up of rooms for sessions, coordinates the location of registration, breaks and activities with the facility, coordinates the room and meal accommodations for the conference speakers and scholarship recipients, and makes decisions regarding food and beverages at the conference. The chair acts as the point of contact and liaison between the group and the facility and acts as a point person at the conference (or appoints someone) for questions, problems, etc.

Constitution and By-Laws Committee:

This committee is the most fun and interesting committee of all! Where else do you get to talk about structure, equality, voting, parliamentary procedure and Robert's Rules of Order? The Constitutional and By-Laws committee's main function is to ensure that the organization runs smoothly and fairly. Whenever there is a question as to polling, voting, and motions, a member of the committee provides advice to the Board. When an amendment is required to update our Constitution or By-Laws, the committee is there to assist the Board in drafting the proposal disseminating, discussing and voting on the proposal. Most recently, we updated our by-laws to accommodate electronic polling. Our most essential function is that every five years, we gather information from each county to realign the districts so that each county has fair representation on the Board of Directors.

Education Committee:

This committee accepts and reviews requests/opportunities to provide education to the child support community and coordinates responses to those requests.

Finance Committee:

This committee has only one member. The main responsibility is to look at and do an informal audit of the Treasurer's reports and bank statements. A report is submitted that the audit is completed to the Board.

Historical Committee:

This committee is the keeper of all old documents, programs, and pictures that document MFSRC history and the projects that our organization has worked on. The committee also takes pictures of Award winners at the Banquet and pictures of our speakers, sessions, work groups and conference activities.

Legislative Committee:

This committee proposes, drafts, and reviews legislation which is of interest to our organization. We also monitor legislation proposed by others. We often attend and testify at legislative hearings.

Newsletter Committee:

This committee works cooperatively with the Child Support Community to gather news and events and puts together a quarterly newsletter.

Nominations & Elections Committee:

This committee works to find interested members who would like to serve on the board or on various committees. They run the elections at conference and work to fill vacancies that may occur on the board.

Program Committee:

This committee plans the annual MFSRC Training Conference. They review prior year's conference comments, decide on a conference theme, keynote speakers, giveaways, venue, breakout sessions and all other aspects of the conference.

Public Relations Committee:

The Public Relations Committee promotes the mission of MFSRC and the support of Minnesota's children through various media. We attend and operate an informational display at many conferences across the State and provide information to the public and child support professionals in order to encourage parents to provide for their children. We are always looking for people with creative minds to join this committee.

Registration Committee:

This committee runs registration for the conference. Generally it is a county that takes this on (they do not need to have someone on the board) and that county would run registration for two years. Duties include: receiving all conference registration forms and payments; maintain and reconcile checkbook for deposits from registration payments and vendors and disbursements for conference expenses; keep a database of all registrant names; make name badges; organize packets for conference attendees; run the registration table at the conference site; report registration status, comments, and/or issues at Program and Board meetings; prepare an Income/Expense Statement at close of conference.

Website Committee:

This committee maintains the content on the MFSRC website. Committee members update the site or work with our service provider to make sure the changes are made. The committee also maintains and updates the full membership email list and sends emails as appropriate. The committee is not responsible to create or draft email or web content.