Region I

REGION I REPRESENTATIVE

Overview

Each Regional Representative shall represent the association in one of the geographic regions defined as follows:


The representatives shall take office for two years and serve on the Board of Directors. Region I representative election will occur in even years. The At-Large Representative will provide guidance and assistance to the Regional Representatives during their regional meetings and trainings.

Responsibilities

- Maintain a list of KAMM members that reside in your region and maintain communication.
- Hold Regional Training/s in Region I.
- The Regional Representative attends and participates in the monthly KAMM Board meetings.
- Solicit spotlight stories for the newsletters from community representatives, due at the end of July for the fall newsletter.
- Ensure distribution of KAMM-related content (as needed).
- Attend the KAMM Winter Retreat.
Annual Conference

- Support the planning and execution of the annual KAMM Conference. This includes attending conference planning meetings, set-up/tear down, working the help desk, moderating, and other volunteer-based action items related to running the conference.
- Lead the Region III Meeting at the conference and discuss potential topics for regional training.
  a. Develop an Agenda
  b. Keep record of attendance
  c. Develop a summary of the Regional Meeting topics, ideas, brainstorms
     i. Send the summary to attendees and others
     ii. Be prepared to report summary to KAMM Board
- Submit summary of Regional Meetings and the Conference to ED for website and newsletter. Articles due 2 weeks after the conference.

Regional Training

Your primary responsibility is to plan your regional training. At your discretion, you may plan one or two one-day trainings in separate locations or plan a centrally-located mini-conference to better accommodate your members.

Due to inclement weather, January & February are not good months for training. KAMM utilizes the State Parks and Area Development Districts (ADDs) whenever possible.

- Develop presentation/training topics to be covered and potential speakers (typically discussed at the Board’s Winter Retreat held in December of the previous year).
- Regional Trainings generally are scheduled at the end of calendar Q1 through mid-Q2. Tentative dates will be set at the KAMM Winter Retreat. All regions pick potential dates and set deadlines for tasks to be completed toward scheduling/implementing Regional Trainings.
  o At-Large Representative coordinates dates and times with all Regional Reps.
- Schedule dates and location for training/s.
- Participate in teleconference calls with Regional Reps.

Regional Representative mentors a KAMM Committee

- As a Mentor, work with the Committee Lead or Co-Leads to ensure consistency and progress toward goals.
- Be prepared to present a progress report at the quarterly in-person Board meetings.