

The NEWSLETTER Committee shall publish a chapter newsletter, at least quarterly and at most monthly, shall maintain ABWA brand standards within it, and shall coordinate its distribution.

- Publishes the chapter newsletter and distributes it to chapter membership on schedule.
- Mails one copy to the chapter's district vice president and one to ABWA National.
- Monitors progress on assigned initiatives.
- Reports status on initiatives to the chapter's executive board.
- Maintains compliance with the chapter's operating budget.
- Provides end-of-year written summary of activities and accomplishments to the executive board.