



Canadian Association of Government Finance Officers

## **CAGFO Newsletter Committee**

### **Authority:**

This committee functions under the authority and direction of the Executive Director, CAGFO or as delegated to the Manager, Member Services & Operations.

### **Purpose:**

1. To keep CAGFO members up to date on Association matters
2. To provide CAGFO members with news, resources and information
3. To afford opportunities for Sponsors and other stakeholders to provide articles and advertising

### **Mode of communication:**

Zoom / Email / Telephone

### **Who should participate?**

CAGFO members interested in contributing to the engagement and advancement of other members through the quarterly newsletter

### **Number of Committee members:**

Up to 6 members

### **Frequency of Meeting:**

Every month or as needed and decided by the Committee

### **Time involvement:**

Approximately 90 minutes /month

### **Committee work/contributions/expectations, guidelines:**

1. Committee work will be carried at the request of the CAGFO Executive Director or their delegate
2. Committee work will be shared based on the interest, willingness and ability of the Committee members
3. Committee members will provide content to the quarterly newsletter
4. Committee members shall not speak to the media or commit CAGFO to action or expense

### **Activities Committee members may be involved-in:**

- Reaching out to Sponsors for articles and advertising based on current commitments with the association for same
- Reaching out to other members for best practices articles
- Reaching out to select third parties, as requested or as approved, for articles
- Assist in providing news items of interest to government finance officers & teams
- Assist in providing resources of interest to government finance officers & teams
- Contribute suggestions for future publications