



Task Force Policy

Formation of Task Force/Committee:

Each Task Force must be approved and voted upon by the members within the TNT sector. (As stated in the TNT Bylaws) The Task Forces are open to all TNT members to join.

Management:

Sectors are responsible for maintaining a record of the Task Forces; including the Chair/leader and contact information for that person. Each Task Force may designate a Leader to organize the efforts of the Task Force and communicate with the Task Force team, sector facilitators and sector members. With questions or concerns, Task Force members should contact the sector Facilitators or Board Representatives.

Meetings:

Task Force planning meetings should be announced to the TNT group. Each Task Force should designate a key team member to send out meeting notifications and reminders through their Task Force email lists. This can include utilizing the sector's Facebook page or separate email system.

Reporting/Updating:

Each Task Force should be prepared to report to the TNT sector members; this includes updates on events or initiatives the Task Force is working on. If a Task Force would like to be added to the sector meeting agenda, it should be discussed with the Sector facilitators and TNT Operations Manager at least one week prior to the meeting date.