



**100
Women
Who Care
Truro**

Role of the Co-Chairs

The Co-Chairs will

- chair quarterly meetings
- organize the process of 100WWCT
- contribute \$100 to each meeting or be part of a team that contributes \$100 to each meeting
- have the same voting rights as any other member in good standing
- be responsible for booking meeting venues four months prior to each meeting
- recruit volunteers to assist with any aspect of 100WWCT
- be responsible for promoting awareness of 100WWCT on all forms of media
- review policies and procedures annually
- receive no remuneration for their services as Co-Chair

The Co-Chairs will not

- be responsible for holding, transferring or handling any funds except their own donations
- nominate any NPO at any time
- be responsible for screening out any NPO which meets eligibility criteria
- be responsible for the manner in which the NPO spends donations from 100 WWCT
- be responsible for issuing charitable tax receipts