

TESA Committee Selection List

One of the TESA member's obligations is to join and be active in at least one of TESA's committees. Listed below are TESA's committees at present. Please review these committees and join one whose work you'll enjoy performing.

1. Membership

The Committee's responsibilities include inviting new members and processing their application, and working with old members on their suggestions for TESA membership. The committee receives application materials, forwards photos to the Portfolio Committee, sends the accepted applicants a membership packet and request for initial membership dues, or lets rejected applicant know what they need to do to qualify for membership. It reports monthly to the Board.

Signature: _____

2. Exhibition

The Committee's responsibilities include visiting the venues, planning the events, communicating with the Membership and directing the Committee on where and how to set up and break down the venues. The Committee also creates all labels for the art from information provided on the Submission forms.

Signature: _____

3. Website

The Committee's responsibilities include gathering all the materials necessary to create the site, updates it once a year and maintains it continuously as necessary. The Committee creates and updates the manual for the website. The Committee gathers and publishes information for the TESA Newsletter on artesa.org, coordinating with the webmaster with the approval of the Board of Directors.

Signature: _____

4. Public Relations

The Committee's responsibilities include collecting all the information necessary to write and submit descriptions of TESA's members and events to the press. TESA members are responsible for submitting their information and photos to the Committee six weeks before the event.

Signature: _____

5. New Venues

The Committee locates suitable venues for TESA, such as charities, churches, big business, etc. through email, phone, mail, and personal visits. The Committee contacts the venues, writes proposals based on the individual venue criteria, presents these proposals to the Board for approval, appoints a chairperson for the venue, and works with the venue chair and committee to create a successful exhibition.

Signature: _____

6. Special Projects

The Committee fills in where needed on any TESA project, usually one time activities such as helping with labels, signage, mailing lists, special events, prom material, manpower, etc.

Signature: _____

7. Historian

This individual collects all press coverage on any TESA artist or event and puts it in a scrapbook. PR people and individual artist send information to the Historian and he/she labels it and preserves it in a scrapbook.

Signature: _____

8. Social Committee

The Social Committee's responsibility shall include planning and coordinating social events for TESA. The Social committee also aids in creating a community spirit among TESA membership through the activities offered: workshops, networking gatherings, holiday socials, and other events. The Committee will present plans for events to the Board for approval.

Signature: _____

9. Hold Office

Request to be voted in as a member of TESA's Board of Directors.

Signature: _____

Please select your first and second choices. Some committees need more help than others.

Welcome to TESA!