**Summary of Age Friendly Steering Committee Agreements from 6-21-19 Meeting**

**Steering Committee Co-chairs**

* Sets agenda and facilitates Steering Committee
* Two co-chairs, both community members, supported by staff
* Two-year term

**Steering Committee Membership Terms**

* Agree to membership commitment
* Two-year term
* “Closed” (only committed members can vote, anyone can attend)

**Steering Committee Member Commitment**

* Agree to commitments of the role
* Serve as a voice of the Coalition in community
* Actively outreach to grow the Coalition
* Attend all Steering Committee Meetings
* Participate in one group, board, project or event planning team
* Be open and transparent about your role and interests

**Steering Committee Purpose**

* Provide leadership for Age Friendly Coalition
* Provide oversight for working groups
  + Align resources and opportunities
  + Ensure accountability to mission and values
* Serve as resources/ subject matter experts
* Plan and lead Coalition meetings
* Define operational structure, including member roles