

## GOLF COMMITTEE 2026

**Chair:** Theresa Leatherbury

**Members:** Dani Bressler, Elisabeth Kirk, Katie Ashcroft, Sheri Levine, Chuck White, Kristina Pullen, Michael Wicks, Yasia Danieali

**Meetings:** Monthly as needed by video conference call or in person

### **Mission:**

To Plan, organize, and implement a professionally run and fun golf tournament that will generate a substantial financial contribution to benefit the Chapter and the charitable organizations identified by the Board of Directors.

### **Responsibilities:**

- Coordinate all activities related to the annual Charity Golf Tournament.
- Choose a charity or charities that will benefit from the proceeds of the event and work with the charity or charities on marketing materials, silent auctions, and any other promotions and advertising that may be necessary.
- Select and confirm venue, menu and scheduling of the day's events.
- Secure sponsorships, donations, awards, door prizes, etc. Coordinate sponsorships and donations with IAE 2 days prior to committee meetings. Assist in collection of unpaid monies.
- Provide guidance to IAE in the development of printed and website materials related to marketing, registration, and event printed program and handouts.
- Coordinate the day's activities, including registration, signage, food/beverage service, contests, networking opportunities, and evening presentation that announces sponsors, winners, charity contribution, etc. Solicit volunteers to assist as needed. Work directly with golf course staff as needed.
- Follow up with thank you letters to sponsors and donors within 45 days.
- Recruit new committee members as needed.
- As requested by Chapter president, speak at membership meetings regarding the Outing.
- Prepare an annual budget for the upcoming year for BoD approval.
- Submit website articles as requested by Communications Chair.
- Prepare committee goals for the upcoming year. Assess if previous year's goals were met.
- Submit committee reports for BoD meetings.

### **2026 Goals:**

- Raise \$10,000 for our charities. Charity must be a local Baltimore organization.
- Promote the tournament early in 2026 with a Save the Date communication in March.
- Implement 2025 suggestions for improvements at South River.
- Increase the number of members, guests and IREM IP's attending the Happy Hour/Dinner part of the event.
- Sell out the tournament by July 1st. Send eblasts to members, Friends and other vendors monthly from March to July to accomplish this goal.
- Send thank you letters to sponsors no later than September 30th.