

**EXECUTIVE WOMEN INTERNATIONAL®  
DALLAS CHAPTER**

**Dallas Chapter Committees & Function – Level Responsibilities**

**COMMITTEE DESCRIPTIONS**

Responsible for researching and recommending proposed new member firms to the Chapter's Board for approval prior to posting to membership and before invitation to join the Chapter is extended to the firm. Contacts member firms to secure names of replacement representatives and executives when appropriate. Works diligently to retain member firms. Gathers official paperwork to effect any and all membership changes and ensures that the paperwork is timely submitted to the Chapter's treasurer, who subsequently submits all paperwork to Corporate. Ensures that the new representatives are assigned a sponsor and that they receive proper orientation.

**Membership Committee**

Jeannette Davis (Director).....	Jones Lang LaSalle
Karla Andrews (Co-Chair).....	HelmsBriscoe
Benita Collins (Retention).....	DART
(Development).....	Open Position
Kimberly George (Orientation).....	Oakwood Corporate Housing
Natasha Harris.....	Prime Source Foodservice Equipment, Inc.
Pat Fallon.....	NHC Corp
Arlicia Rickman.....	Center Operating Company @ American Airlines Center
Carrie Pace.....	Fort Worth Convention & Visitors Bureau
Tanya Damon.....	Ticketmaster
Melanie Hoover.....	Fort Worth Convention & Visitors Bureau