

**EXECUTIVE WOMEN INTERNATIONAL®  
DALLAS CHAPTER**

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

**COMMITTEE DESCRIPTIONS**

**Parliamentarian**

A well-conducted business meeting is appreciated by all. More is accomplished, time is saved, each member has an opportunity to express opinion, and dictatorship is avoided. Our meetings are conducted according to *Robert's Rules of Order*, newly revised latest edition. A parliamentarian is essential for the conduct of the Chapter's quarterly Business Meetings and the Annual Business Meeting. This is a function-level responsibility of the Operations Review Committee.

Melanie Hoover.....Fort Worth Convention & Visitors Bureau