



October 9, 2012

To: McKinney Community Development Corporation Board of Directors  
FROM: Cindy Schneible  
RE: Subcommittee and Liaison Appointments

The board retreat for MCDC is scheduled for November 15, 2012. At that meeting, the board chair will appoint members to the following subcommittees and committee liaison posts.

Please indicate your interest in any of the prospective assignments below and return this form to Connie by November 5, 2012:

### **Subcommittees**

- Finance
  - *Work with Executive Director to develop and review annual budget*
- Promotional and Community Events Grants
  - *Review promotional and community grants applications and make recommendations for support to full board*
- Human Relations
  - *Review ED performance and address any HR issues that arise*
- Marketing
  - *Work with ED to develop and implement a marketing and PR outreach plan*

### **Committee Liaisons**

- *Attend monthly meetings of the committees listed below and report on activities and actions at monthly MCDC board meeting*
- McKinney Economic Development Corporation (*3<sup>rd</sup> Tuesday at 8:00 a.m.*)
- McKinney Convention and Visitors Bureau (*4<sup>th</sup> Tuesday at 7:30 a.m.*)
- Chamber of Commerce (*4<sup>th</sup> Tuesday 11:30 a.m. – Odd months Exec; Even months Board*)
- Main Street (*2<sup>nd</sup> Thursday at 8:30 a.m.*)
- Park Board (*2<sup>nd</sup> Thursday at 4:30 p.m.*)

Name: \_\_\_\_\_