**Membership**

The Membership Committee:

(1) shall encourage members to seek suitable prospective members.

(2) shall present names and qualifications of candidates.

(3) shall conduct voting for acceptance of prospective members.   
(4) shall hold an orientation for new members.

(5) shall prepare and conduct the induction service for new members.

(6) shall keep an up-to-date file of biographical data of chapter members.

(7) shall be responsible for checking attendance and contacting members who fail to attend meetings.

(8) shall be responsible for conducting an installation ceremony for new officers in even numbered years.

(9) shall appoint a Necrology chair to conduct a memorial service at the chapter level for members who die and submit forms and a biography to DKG Maryland State Organization where the deceased sister is recognized at the state convention memorial service.

Source: Omicron Chapter Standing Rules

Additionally, the membership chair shall utilize the online resources and tools available on the <dkg.org> website that pertain to membership and that can assist with membership responsibilities listed above.

The following are subsections of the Membership Committee:

Initiation, Necrology, and Historical Records.

**Added**: Recognize milestone years (pins) 5,10,15, 20 in May (Membership chair will look up induction dates)

Send invitations to the women finalists for Carroll County Outstanding Teacher of the Year.

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