

**GENERAL SERVICE ASSOCIATION OF ABA**  
**Terms of Reference**  
**PUBLIC INFORMATION COMMITTEE**

**PURPOSE:** • To provide information about ABA and about its purpose and value, to the Public, Business, and Professional sectors.

• To foster the growth of ABA by focusing on our primary purpose, that of carrying our message of recovery to all who may suffer from eating disorders.

**MEMBERSHIP:** Committee membership will include at least one member of the Board of Directors, a Chair appointed by the Board who is an ABA member, and other members as determined by the Chair.

**OPERATION:** Meetings will be held at the call of the Chair. Minutes will be kept and will be available for Board review. Decisions will be made by consensus, and if consensus cannot be reached on a given issue, it will be brought to the Board. All major issues will be brought to the Board for discussion and decision. The Chair or her/his designate will report verbally to the Board at every meeting. The Chair will prepare a written report for the Annual General Meeting.

**DUTIES:** This Committee will carry out the following activities:

1. Develop ABA posters and distribute them to physicians' offices, walk-in clinics, other health-care facilities, libraries, fitness centres, women's shelters, addiction recovery centres, educational institutions, etc
2. Distribute ABA pamphlets to the public, when appropriate
3. Organize and coordinate public information speaking engagements.

**REMUNERATION:** Committee members receive no remuneration for their work, but will be reimbursed by the Treasurer for all reasonable, pre-approved out-of-pocket expenses incurred in carrying out their duties.

*Date approved by Board: 14 Feb 2007*

*Reviewed:*

*Revised:*