

TERMS OF REFERENCE

KNIT WITS

Purpose

Members support the Metropolitan United Church Women (U.C.W.), Metropolitan United Church, its congregation, and many community organizations by supplying useful knitted and crocheted items.

Activities

The Knit Wits ...

1. Support the need in the congregation by supplying useful items (e.g., Hospitality Meals and Christmas Hamper programs);
2. Provide prayer shawls for those in need of comfort;
3. Provide knitted and crocheted items (e.g., hats, mitts, scarves, baby sets and blankets, kitchen items, pillows, stuffed animals, and dress dozens of high quality bears donated anonymously) to over a dozen community organizations (e.g., long-term care homes, Merrymount, etc.);
4. Provide knitted and crocheted items (listed above) for sale at the Yuletide Fair as a means of contributing funds to the operation of Metropolitan's U.C.W., and to the local and international charitable organizations that the U.C.W. supports; and
5. At their first meeting of the new term, review this Terms of Reference. If changes are made, the revised document is sent to the Board of Elders for approval.

Frequency of Meetings

Meetings are held seven times each year.

Administration

- Two co-conveners
- Two project "terminators" ... one for crochet items, one for knit items
- Usually three members for organization of the "prayer shawl project"

Membership / Composition

Average attendance at meetings is close to twenty bright, busy, friendly members. Several dozen closet knitters donate hundreds of items for distribution as mentioned above. Dozens of anonymous yarn donors who are unable to attend Thursday morning meetings periodically give supplies to support our work.

Term of Membership

Each member's decision

Minutes

A report on each meeting's agenda is discussed and decisions are made.

Resources

- Cash/cheques are given to the U.C.W. Treasurer
- Yarn is kept on site in our cupboard
- Pattern books are available to borrow

KNIT WITS	
Approval by Board of Elders:	April 2013; February 2014
Approved by Knit Wits:	January 2014
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Group/Committee Responsible:	Knit Wits