

## 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 when available for Pastoral Care Staff; ;
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 six to seven times each year.

#### Administration

- Two co-conveners

#### Membership / Composition

Average attendance at meetings is close to 16 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 or Metropolitan projects/activities designated by donors or the Knit Wit Membership.

KNIT WITS	
Approval by Board of Elders:	April 2018
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Group/Committee Responsible:	Knit Wits