# Publicity Committee

This committee is responsible for releasing information both internally and externally to the public about meeting/speakers and other guild activities as they arise.

1. Post JPG flyers of upcoming meetings on FB and Next Door.

2. News releases should be sent to available media outlets including those in surrounding areas. Newspaper contact list:

   Lake Oconee News
   Eatonton Messenger
   Greensboro Herald Journal
   The Breeze

3. Announce all meetings in newspaper community calendars

4. Send press release on Quilts of Valor Presentations

5. Send press release on community service projects

6. A few pictures should be included for possible publication with newspapers

7. Work with Program chair to promote program within the guild via the newsletter and for guests 30 days prior to class if room is available

8. Promote any guild program or event via newspapers, handout flyers, Facebook, etc.

9. Work with Ways and Means chair to advertise Raffle quilt. Make flyers distributed via hard copy, Facebook, Next Door

10. A publicity contact file should be maintained