

# **The White Mountain Decorative Painters' Guild**

## **Standing Rules**

(Revise 5/2011)

1. Membership dues shall be Twenty dollars (\$20.00) per year (as of January 1, 2011) and shall be payable to correspond with the payment of dues to the Society. Members shall show proof of SDP membership. Renewals shall be made by October 1 (delinquent November 1) with dues paid directly to the Chapter and the Society dues paid directly to the Society.
2. The financial records of this chapter shall be kept on a calendar basis, from January 1 through December 31. Depending on the gross receipts of the Chapter, the President will appoint annually a three member Audit Committee (excluding officers) to conduct an audit or utilize the services of a CPA.
3. Business meetings of the Chapter shall normally be scheduled not less than five times annually. They will normally be scheduled in the months of January, March, May September, and November.
4. A grant, not to exceed \$1,000, may be presented annually to the Vice President/ President Elect for the purpose of attending the leadership conference and the annual meeting and those functions that will benefit the Chapter, as held by the Society. If the Vice President/President Elect is unable to attend, the grant may be offered to another officer. The officer receiving this grant shall attend all functions the Vice President/President Elect would have attended, and whoever attends in this capacity shall report to the Chapter on all functions. The grant shall consist of payment of the registration fee, leadership conference fee, lodging, transportation and the banquet.
5. Nominees for the office and the Executive Board may advertise in the newsletter, may speak for 2 minutes on the day of the election prior to balloting, and may pass out personal qualification sheets on the day of election. Telephone campaigning is not allowed.
6. Officers and committee chairpersons are authorized to spend budgeted items. Budgets of the operating committees will be submitted to the Executive Board for approval within the limits of the annual approved budget. Unbudgeted items equal to or less than \$50.00 shall be approved by a responsible officer. Unbudgeted items in excess of \$50.00 shall be submitted to the Executive Board for study and recommendation. This recommendation shall be submitted to the Chapter at its next regular meeting for action. These procedures shall be followed in all cases where any committee asks for unbudgeted appropriation in excess of \$50.00. The Chapter shall not be responsible for any bills submitted after 30 days from the date of the bill. In case of emergency, official business of the Executive Board may be conducted by the President with the board members by telephone.
7. The President is directed and authorized to obtain annual liability insurance for the Chapter activities.
8. These Standing Rules may be amended by a majority of the voters at any meeting wherein there is a quorum.