**White Mountain Decorative Painters’ Guild**

**Standing Rules**

**September 1, 2023**

1. Membership dues shall be Fifteen ($15.00) per year (as of January 1, 2023) Renewals will be accepted after September 1 of the current. New members joining after August 31st will be considered a member for the remaining year through the end of the following year.
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 Guild, 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 Guild 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. 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.
5. 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 Guild 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. In case of emergency, official business of the Executive Board may be conducted by the President with the board members by email.
6. The President is directed and authorized to obtain annual liability insurance for the Guild activities.
7. These Standing Rules may be amended by a majority of the voters at any meeting wherein there is a quorum.