



SUSSEX COUNTY REPUBLICAN WOMEN'S CLUB, INC.

www.scrwc.net

SCRWC STANDING RULES

1. Elected officers and committee chairs, who have agreed in writing to perform the duties of their respective offices, will attend all Club meetings whenever possible, and are expected to give an oral report, when required. If any officer or committee chair is unable to attend, she must secure a substitute.
2. Legitimate expenses must be verbally approved by the President prior to incurring the expense. Reimbursement shall be made by the Treasurer with the submission of a receipt or invoice and a completed, signed Request for Reimbursement Form. Every effort will be made to provide reimbursement in a timely manner.
3. Regular meetings of the Club will take place, on the 4th Wednesday of each month. No meetings are held in July and August. Any changes to the date, time, or place of the meeting will be made by the Board of Directors and announced to the membership.
4. Members who do not honor their reservations at the Club's monthly meeting or do not cancel their reservation per the requirements of the venue are required to reimburse the Club for the current cost of the meal.
5. Upon the death of a current member or the member's spouse, the Club will make a \$40 contribution to a charitable organization as requested by the family. In all other instances of a family death a condolence card shall be sent by the Corresponding Secretary.
6. Members will have their birthdays acknowledged at monthly meetings.
7. Annual dues are set by the Board of Directors and must be paid by December 31 for the next year. If dues remain unpaid as of the end of February, membership will be terminated.
8. Guests may attend two meetings in one year (10 meetings) before it is requested that they join the Sussex County Republican Women's Club.
9. Club members and their guests are not permitted to market, sell or distribute services or products, including fundraising items at Club meetings, or place flyers on the tables, unless officially approved by the Board of Directors as relevant to the business of the SCRWC, the DFRW, and/or the NFRW.