

Club Charter

Club Name: Sun City Anthem Authors

Club Mission Statement:

The club will promote all types of the written word by sharing writing and publishing experience and information and by inspiring and gently critiquing novices to experienced writers.

Club Governing Rules

1. Club Membership

Members are SCA residents with valid activity cards. The Club must have at least 30 members.

2. Club Leadership

Officers:

The club's officers are the president, vice president, secretary and treasurer or a combination of the last three positions. Additional officers may include:

At-Large Leaders:

- The club has no at-large leaders.
- The club may have ____ (number) at-large leaders.

Term of Office: Leadership members serve:

- A one-year term, or
- A two-year term.

Election of Leaders

- The general membership elects club leaders to specific officer and at-large leader positions, or
- The general membership elects club leaders who then elect from among themselves who will serve in specific officer positions with the remaining serving as at-large leaders.

3. Shared Interest Groups (SIGS) and Club Committees (Standing)

- The club may have SIGS or Standing Committees.

4. Guest Policy

An SCA resident guest is permitted to attend club functions, held on or off Association property, a maximum of five (5) times per year but then must become a club member to continue attending activities/events.

A non- SCA resident guest may attend club functions held on Association property a maximum of five (5) times per year and may attend club functions not on Association property:

- A maximum of five (5) times per year, or
- Attend all club functions.

5. Club Activities

The club has activities:

At SCA facilities regularly requiring the following type of space:

- Meeting Room Dedicated Room Movement/Fitness Room
- Freedom Hall Anthem Gallery Sport Court

At non-SCA facilities:

- At resident homes In the Las Vegas area Outside the Las Vegas area
 - With non-SCA groups (example, tournaments).
 - Sport-like activities requiring affiliation with an external organization to establish standards, member handicaps, etc.
 - Activities that are performed as a service to SCA residents at their residences or as a service/performance for non-SCA residents at offsite facilities.
 - That pose a significant safety/insurance risk requiring a safety program and/or special training. Explanation and risk mitigation:
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6. Social Media

- The club uses social media.

7. Club Finance

- The club collects no revenue and has no bank account.
- The club collects dues and revenue and deposits them in an account as prescribed in the CCPM.
- The club has a secondary bank account with the concurrence of the SCA Accounting Department.
- The club leadership can authorize a payment not approved in the club budget and limited to \$100.00 (maximum \$1000).
- The club may have a member(s) who is compensated, either personally or through a business entity, for providing a service to the club and meets vendor requirements as determined by the Activities Department.

Explanation: _____

- The club regularly supports bona fide charities.
- The club sells its members' items with a percentage of the sale going to club funds.
- The club sells items at a mark-up with the proceeds going to club funds.

8. Additional Club Governing Rules:

There will be three types of meetings:

1. Annual General Membership Meeting to be held in October or November.
2. Author's Meeting:
 - Author Meetings will be held weekly to fulfill the purpose of the club's Mission Statement.
 - Author Meetings will be two hours in duration.
 - Author's Shared Interest Groups (SIG) of 3 to 6 members will be held regularly on a schedule agreed to by the members of the group. The purpose of each SIG is to provide more in-depth critiquing than is possible in the weekly Author Meetings.
3. Board Meetings: The Club's board will meet periodically at a time and place designated by the club President.

Authorization

The club is established as a Chartered Club of the Sun City Anthem Community Association, Inc. (SCA) and is authorized to operate in furtherance of its stated purpose and in accordance with its governing documents, particularly the Committees and Clubs Policy Manual (CCPM) by a resolution of the SCA Board of Directors.

Date: 5/2/2023 [Signature] [BOD Signature]

Date: 4-28-2023 [Signature] [BOD Signature]

The Club Charter is recommended for approval by the SCA Community Lifestyle Committee

Date: April 7, 2023 [Signature] [CLC Signature]

The Club Charter is submitted for approval by

Date: 3/12/2023 [Signature] [Club President or
(VP) or designee]