

# *Standing Rules*

Updated April 2024

1. Each Active Member of the Club is expected to assist at one General Meeting or to volunteer during at least one Club-wide fundraising event during the year. Active Members are expected to participate in Committees and/or Sections. The Club Bulletin provides meeting dates and times. No special invitation is required.
2. A current Job Description will be provided by each Officer and Committee and Section Chairman to her successor after it has been reviewed and approved by the Executive Committee.
3. Club records or archival items shall not be removed from the Clubhouse without the approval of the Archivist or the Executive Committee.
4. Articles that are the property of the Club shall not be sold or otherwise disposed of without the approval of the Clubhouse and Grounds Committee.
5. The WCCC Handbook is for WCCC Members only and is not to be made available to any individual or organization outside the Club Membership.
6. The WCCC monthly Bulletin shall not contain advertising.
7. The WCCC listserv and email may be used to distribute only Club- and Federation-related items.
8. No non-Club related signs, posters, pamphlets, cards or any advertising matter shall be displayed, distributed or read at a General Meeting or a Committee or Section Meeting without the prior approval of the Executive Committee; however, sections may distribute information about outside events of particular interest to their section members.
9. Each member is required to pay the current Fee for each Club function attended. This applies to all members assisting in any way.
10. A luncheon reservation is considered firm and must be paid for unless cancelled by the date specified in the Bulletin, in member listserv messages, or on the club members' web site. Payment in advance is encouraged. Luncheon reservations should be made by the date specified or by the Monday preceding the event.
11. Officers of the County, State and General Federation of Women's Clubs, and other official guests, may be invited to any Club Meeting with no Guest Fee required.
12. The WCCC President shall be allowed two Guest Tickets for each monthly General Meeting.
13. No Club member may accept a Fee for classes held in the Clubhouse unless the member rents the Clubhouse for such purpose or unless special approval is granted by the Executive Committee.
14. Membership in all classes with Fees shall be at least 50% Club Members.
15. Proposed amendments to the WCCC Standing Rules are to be submitted in writing to the Bylaws Committee. After the Bylaws Committee and the Board of Directors approve changes to the Standing Rules, the changes can be approved, amended or rescinded at any General Meeting of the Club by a two-thirds vote, or if prior notice has been given, by a majority vote.