

NEW BEGINNINGS GUIDELINE ON COMMITTEES

CONTENTS:

- 1. FORMING OF COMMITTEE'S**
- 2. RESPONSIBILITIES**
- 3. COLLECTING MONEY**
- 4. MEMBERSHIP COOPERATION**

SECTION #1- FORMING OF COMMITTEE'S

The officers of New Beginnings will create committees, as needed, to effectively run the business. The officers will also appoint Chairpersons to run these committees. All Chairpersons must be unanimously approved by the officers.

SECTION #2 – RESPONSIBILITIES

The Chairperson of any committee must be present at the monthly business meeting or send an electronic report to the Vice Chairperson of the club in a timely manner prior to the meeting.

SECTION #3 – COLLECTING MONEY

The Treasurer can delegate the collection of money at events to the Events Committee, but is ultimately responsible for such monies. It is solely up to the Treasurer whether someone in the committee or another officer will collect the money.

SECTION #4 – MEMBERSHIP COOPERATION

Any committee person can politely ask a member for cooperation while performing their duties. If a member chooses not to assist the committee or interferes, they can leave the premises. Any problems concerning this should be brought up at the monthly business meeting.

