



Cyber Friends Guild News

Officers

PresidentSpottedcow Treasurer.....Cathy/OH
Vice President.....Beachdreams Secretary.....JudyTX
2nd VP (Membership)Pecasa

Volume 1 Issue 2

November 2004

"Special Edition"

Please read the proposed changes to the bylaws for the Treasures position.
Voting will take place soon.

CYBER FRIENDS QUILT GUILD
Proposed changes for Treasure position

November 12, 2004

Combination of 2nd VP with Treasurer

Section 5. Treasurer

- A. Shall be the authorized signer on all Guild bank accounts.
- B. Shall maintain all monies for the Guild and be accountable for all monies spent and acquired.
- C. Shall submit a Treasurer's report to the Newsletter Editor for publication in the newsletter.
- D. Shall ensure that permanent records are kept of all financial transactions of the Guild.
- E. Shall seek approval of any expenditure over \$100.00 from the President and a majority of the Board.
- F. Shall seek approval of any expenditure under \$100.00 from the President.
- G. Shall maintain an accurate membership list.
- H. Shall send a membership count or list of names of new members to the Newsletter Editor for publication.
- I. Shall send out a welcome letter with all information to every new applicant within two (2) days of receiving application.
- J. Shall make and mail new members their membership card once dues are received and a SASE is sent by the member for mailing of the membership card to the new member
- K. Shall give a monthly status report at the monthly general guild meeting.

Combination of Secretary and Treasurer

A. Shall record all decisions made at Board meetings and at monthly meetings.

B. Submits all Board decisions and monthly meeting decisions to the Newsletter Editor for publication in the newsletter.

C. Shall record all votes taken on any issue.

D. Shall handle any correspondence the Guild may require.

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