

STANDING RULES

1. Officers

A. The Treasurer - shall:

1. Be responsible for obtaining appropriate bonding or liability insurance as directed by the Board of Directors. If bonding is requested, the signatories (President and Treasurer) will be bonded.
2. Keep reports of all major Organization activities (ski trips, etc.) segregated and separated.
3. Submit financial records to the Auditing Committee or designated experienced Auditor after the Annual Meeting held in April so that an audit can be completed by the May Board of Director's meeting for their review.
4. Transfer all accrued accounts and reports promptly at the end of his/her term of office to the new Treasurer.

B. Organization checks shall not be made payable to any of the signatories (Treasurer and President) or any Relative of the Treasurer or President without authorization/approval from the Board of Directors as indicated in the Board's Meeting Notes.

2. Committees

A. The AUDITING COMMITTEE - Consisting of three members or experienced Auditor appointed by the President. This committee shall audit financial records of the Organization and report the results at the May Board of Director's Meeting.

B. The HISTORIAN will maintain all records deemed pertinent to the Organization by the Board of Directors following the retention period established in Organization Procedures I.

C. The NEWSLETTER COMMITTEE shall prepare and distribute a monthly newsletter for the Organization.

D. The NON-SKIING PROGRAM COMMITTEE shall consist of the following sub-committees:

- General and Special Meetings
- Special Events (such as golf, wine tour, etc.)
- Hospitality

This committee will select meeting locations, programs, menus, (etc.) and welcome guests and members

D. The SKI PROGRAM COMMITTEE shall pursue and plan skiing activities/trips for the membership, and Submit their plan for the Board of Director's approval prior to its being released to the general membership by the Trip Coordinator.

E. The SUNSHINE COMMITTEE shall be apprised of and/or apprise the Board of Directors of illnesses, Deaths occurring to organization members and members of their immediate family (Immediate family to comprise of non-member spouse, parents, parents-in-law, siblings, and children.) Recognition will be made in accordance with Organization Procedures VI - Sunshine.

3. Credit Card Usage: Use of an individual's credit card to pay for Organization events (such as banquets, trips/hotel charges, etc.) is not allowed unless prior approval is granted by the Board of Directors.

4. Non-members:

A. Non-Ski Events: On an annual basis the Board of Directors will determine how much to surcharge non-members for non-trip events.

B. Trips (Including ski and special): Guests are not allowed on trips (i.e. they must be members and sign trip waiver forms to participate in trips).

5. Membership Application:

A. The membership application form shall list all membership requirements as stated in Article IIIA

- B. Renewal - Application for membership renewal by Full Members shall be made and dues paid by the beginning of the fiscal year as indicated in Article III, A, Membership.
- C. New - A non-member may apply for membership anytime during the year. New members shall pay the dues for the year in which their application for membership is processed.

Adopted: April 7, 1994

Revised and Adopted: April 2, 1998

Revised and Adopted: April 8, 1999

Revised and Adopted: April 13, 2000

Revised and Adopted: April 11, 2002

Revised and Adopted: Jan. 9, 2003

Revised and Adopted: Nov. 11, 2004

Revised and Adopted: Nov.10, 2005