SUN CITY WEST WOMEN'S SOCIAL CLUB STANDING RULES 2022

CLUB HOURS: Monday through Saturday, 11:00 a.m. to 4:00 p.m. Please clean up your table and head out the door by 3:50 to allow the cleaning crew to clean for the next club. Earlier starting times may be arranged.

EXCEPTIONS: The club will be closed on Thanksgiving Day, Christmas Day, and New Year's Day. Additional closings may occur as determined by the Recreation Center and/or the Women's Club board. Closings will be posted on the bulletin board, on the web and/or sent by email.

MEMBERSHIP: The club is open to Sun City West residents with a valid Recreation Center card. Renewal memberships must be paid no later than the last day of February (annual dues are $20.00). A late fee of $ 5.00 will be imposed as of March 1st. New members may join anytime during the year for $25.00. New members need to fill out a membership card and pay by check; renewals are to be paid by check with the member's recreation card number on the check.

MEMBER OBLIGATIONS: Members are required to monitor one (1) day for 5 hours each year. There will be two (2) monitors Monday - Friday, and one (1) monitor on Saturday. If there is only one (1) monitor, the kitchen will be self-serve only and required to be cleaned up by the member(s) that used it. You must have monitored (1) one time by December 31 of the current year. If you do not monitor, club disciplinary action will proceed, up to and including suspension. The monthly calendars will be available for signing up on a date you choose. If a member cannot monitor for some unforeseen problem, she must notify the Monitor Director or the President. If there are no monitors available, the clubroom will be closed for the day.

DAILY MONITOR OBLIGATION: When monitoring, your first responsibility is to the incoming members. You must greet each one in a friendly manner and check their badges and/or check the book to see if they are a current member. Refer to the monitoring instructions for more information.

SAFETY REGULATIONS: In order for the club to open, a monitor must be in attendance. Per the SCW Recreation Center's Rules and Regulations, there must be a monitor and club member or at least two (2) club members in the club if the kitchen is in use. No one should ever be alone in the club and the Monitors must wear a red monitor badge. Monitors must be sure all members and guests scan in and sign in. All Members must show a membership card if not wearing a name badge or be a member of good standing in the Members book. Members must wear a badge or will be provided with a paper badge with their name on it, in case of an emergency. All accidents must be reported to the Recreation Center and the club President. Required forms are located at the front desk. Call 911 in the event of an accident or injury.

GUEST PRIVILEGES: Sun City West residents can attend twice per year and must join thereafter if they wish to use the facility. Out-of-town guests may attend beyond the limited times after receiving approval from the President and/or one of the Membership Directors.

MEETINGS: General Meetings will be held at the club in February, April, September, and November (subject to change, per the board). At the September meeting, the nominating committee will present a slate of officers and will take names of members who also wish to be on the slate for November Election. At the November meeting, there will be an election of the officers for the next year.

Board meetings will be held once a month in the club with the exception of June, July, and August. Dates and times of all meetings will be posted on the Club Bulletin Board, the web site and/or sent by email.

LADIES' MONTHLY LUNCHEON BUFFET: Luncheons are held on the 3rd Monday of each *month* at 11:30 AM.

Members must sign up and are required to bring a dish that will feed 6-8 people. All dishes should be cut and ready to be served.

ALCOHOL POLICY: It is permissible for members to bring their own wine or alcoholic beverage for personal use or to share with other members at their table. All alcohol must remain at the table of the member who is bringing the alcoholic beverage. All alcohol beverages that are brought into the club must be removed at the end of the day. Any wine or other alcoholic beverage left in the club will be discarded.

ANNUAL SPRING AND HOLIDAY SOCIALS: Special luncheons will be held in the spring and December. At the December luncheon, the new officers for the upcoming year will be installed. Dates and times will be posted on the Club Bulletin Board, the web site and/or sent by email.

CHARITABLE ACTIVITIES: Charitable activities will be held throughout the year, as recommended by the membership and approved by the board.

CLUB DISCIPLINARY ACTIONS: You will find the explanation of an offense in the Club Bylaws, under Article II-Membership, Section E.

Approved by the General Membership at the March 30, 2022 meeting.