

Guidelines for Establishment and Operation of HMSC Clubs

In accordance with the mission and vision of HMSC, the primary purpose in establishing clubs is to provide stimulation and strengthen social bonds through the sharing of common interests.

Any HMSC member may apply as a potential coordinator to establish an HMSC Club by completing the HMSC Club Proposal form and submitting it to the Executive Committee Club Liaison (ECL) appointed by the Executive Committee (EC). The ECL will review the proposal and work with the applicant to resolve any issues before passing it on to the full EC for its review and approval process.

Clubs shall be open to all members of HMSC.

Guests may observe one club activity, one time for each club. Guests wishing to become a member are requested to pay the appropriate membership fee via the HMSC postal account, or at a presentation, prior to attending the same club a second time. No HMSC membership fees shall be collected at a club activity.

Each club must have a coordinator who will:

- Establish/update club guidelines as needed submitting them to the ECL
- Communicate directly with club members regarding the meeting place, date and time, and other pertinent details.
- Communicate with the ECL regarding:
 - full details of scheduled events at least two weeks in advance to be used for publicity
 - names of HMSC members and observers at club events
 - questions, operational problems or concerns and stability
- Submit an annual fiscal year-end report due no later than April 15th using the HMSC Club Annual Report template

Clubs are non-profit groups and any accidental accumulation of fees collected will be returned to the membership of the club at the end of the year.

If for any reason the ECL feels a club has become untenable, the facts will be reported to the EC for review and resolution of the matter by vote.

Form design last updated December 22, 2019