

**29 PALMS OFFICERS' SPOUSES' CLUB
OF THE
MARINE CORPS AIR GROUND COMBAT CENTER**

STANDING RULES

REVISED 2018

29 Palms OSC Standing Rules 2018

1. Annual dues shall be \$30.00 for CWOs and O-2 and above spouses; \$25.00 for O-1 spouses, \$20.00 for Retires Officers' Spouses (ROSeS), payable in June.
2. Regular members joining after 1 January shall pay \$15.00.
3. Those eligible for OSC membership shall be allowed to attend only one sub club event prior to joining the OSC.
4. All OSC materials, documents, and binders are OSC property and shall be returned to the OSC at the end of the term of service.
5. The OSC will pay childcare expenses incurred for the OSC General Board members during the regular monthly OSC General Board Meeting. The reimbursement rate for childcare may not exceed the current hourly rate at the CDC, however members seeking childcare reimbursement may choose any reputable childcare provider.
6. Receipts for childcare must be turned in to the Treasurer within two (2) weeks of the General Board Meeting or reimbursement will be forfeited.
7. The President will provide the Executive and General Boards with updated rosters as needed.
8. All receipts shall be turned in within two (2) weeks of an event or reimbursement will be forfeited.
9. The Treasurer shall deposit all money into the OSC bank account within ten (10) business days of receipt.
10. The Treasurer shall maintain OSC accounts for PayPal and Square Point of Sale, to include user names and passwords.
11. Credit card fees are absorbed as a business expense and not passed on the customer. Credit card fees will be paid from revenue generated from the respective event.
12. Each Unit Representative shall have a minimum budget of \$25 for each event for decorations, etc. Budget will be set at the beginning of the club year based on anticipated expenses and proceeds.

13. Sub Clubs may include but are not limited to the following:

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| a. Book Club | d. Mommy & Me Club |
| b. Bunco Club | e. Out & About Club |
| c. Gourmet Club | f. Wine Club |

14. OSC events may include but are not limited to the following:

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| a. Unit Representative Welcome | g. Bingo |
| b. Membership Welcome Aboard | h. Holiday Tour of Homes |
| c. Monthly Coffee | i. White Elephant Gift Exchange |
| d. Bunco | j. Gala Benefit Auction |
| e. Pink Walk for Breast Cancer Awareness | k. Theatre 29 Opening Night |
| f. Pinky Flocker | l. Hail and Farewell |

15. Executive Board may change Chair positions and responsibilities based on need.

16. Liaisons shall be appointed by Executive Board as needed.

Certification of 2018-19 OSC Standing Rules

These Standing Rules, having been duly approved by the General Membership, supersede all previous Standing Rules, except that they will not affect officers elected, nor specific agreements and contracts entered into under the terms of previous Constitutions until such terms of agreements or contracts have reached their expiration dates.

_____ Date _____
Chairperson (Parliamentarian), Review Committee
Shawn Woodward

_____ Date _____
President
Heather Miner

_____ Date _____
1st Vice President
Danika Barrick

_____ Date _____
2nd Vice President
Danielle Lander

_____ Date _____
Corresponding Secretary
Sarah Lemak

_____ Date _____
Recording Secretary
Lori Knopp

_____ Date _____
Treasurer
Jessica Misner

Final Approval Date: _____