

Greater Oakland Mothers of Multiples – Standing Rules

Section 1 – Meetings

A. General Meetings

- i. **Day** – Second Tuesday of each month (no meetings in July or August)
- ii. **Time** – 6:30 pm MOM's Chat
7:30 pm General Membership Meeting
- iii. **Place** – Abiding Presence Lutheran Church
1550 Walton Blvd. Rochester Hills, Michigan 48309

B. Board Meetings

- i. **Day** – Fourth Tuesday of each month (Except July and December)
- ii. **Time** – 7:00 pm
- iii. **Place** – TBD by sitting Board Members
- iv. **Planning/Budget Meeting** – The presidents and treasurer coordinate a meeting to be held sometime after the June board meeting to plan the upcoming year and to review the proposed budget.

Section 2 – Annual Dues

A. Annual Dues

- i. Year runs from September - August
- ii. Dues paid before June 30th are \$35
- iii. Dues Paid after June 30th are \$40
- iv. Alumni Dues are \$20
- v. Dues are \$20 after January 1st
- vi. Dues are non-refundable
- vii. All board members shall pay \$20 for the year she serves
- viii. \$10 of Full Member dues are sent to Multiples of America

Section 3 – Newsletter

- A. The goMOMS Newsletter is published monthly except July and August if position is occupied.
- B. See Newsletter Guidelines for detailed information
- C. The newsletter will be distributed in PDF format via member's email addresses, as well as posted on the group's website and goMoms social media pages.

Section 4 – Philanthropy

- A. The Board may act upon a recommendation or present to the general members for a vote on causes and amounts of money and/or services to be provided.
- B. If a death occurs within a member's immediate family, the Board can decide the appropriate condolences to send or personal services to be provided.

Section 5 - Fund Raising

- A. The Fundraising Chairperson is to obtain raffle items for the annual auction
- B. Profit Margin on goMOMS logo-ed items will be updated to produce a profit.
- C. Kroger Rewards

Section 6 – Weather Policy

- A. In the event of inclement weather or emergency cancellation of a general membership meeting/event, the following things should occur.
 - i. Meeting should be cancelled by the president taking the following things into consideration.
 - a. School cancellations in the district in which the meeting/event occurs.
 - b. Cancellations of local events in which the meeting/event occurs.
 - c. Events at the church or meeting location being cancelled.
 - d. Local weather reports.
 - ii. Meeting should be cancelled no later than 3 hours before meeting/event begins (i.e.) 6:30pm meeting cancelled by 3:30pm. Event begins at 10:00 am cancelled by 7:00am.
 - iii. When cancellation occurs the following board members must be contacted and then perform the following:
 - a. President emails goMOMS board members.
 - b. Website administrator posts cancellation on website ASAP.
 - c. Secretary emails members ASAP.
 - d. goMoms social media group administrator posts cancellation to group ASAP.
 - e. Vice President contacts speaker and/or location of meeting to let them know of the cancellation of the event.

Section 7 – 501C3 Group Exemption / Incorporation Papers

- A. The Treasurer compiles appropriate documentation required by Multiples of America and submits it to the President for final submission. The President must submit documents to Multiples of America by December 1st.
- B. The Resident Agent listed on goMOMS State of Michigan papers is the active President (resident agent can be any member residing in the state of incorporation)
 - iv. Phone: 586-883-9839
 - v. Address: 2558 Tiverton Dr. Sterling Heights, MI 48310
 - vi. The Resident Agent can file the Nonprofit Corporation Information Update online at www.michigan.gov/fileonline Filing must be completed by October 1st.

Section 8 – Committees & Chairwomen

- A. See Committee Chairs for a list of current years committee and descriptions

Section 9- Clothing & Equipment Sale Rules

- A. See rules that are distributed before each sale. The clothing sale chairperson(s) maintain the original document.

Section 10 – Standing Rules & By-Laws

- A. Original is held and maintained by the Secretary

Section 11 – GOMOMS Official Address

- A. goMOMS
P.O. Box 210226
Auburn Hills, MI 48321

goMOMS Standing Rules Modification Log

Date	Name	Description of Changes
7-30-2007	Lynnette Mueller	Re-typed from a printed copy. Updated the meeting date, meeting location, resident Agent info and newsletter publication info
9-13-2007	Lynnette Mueller	Added newsletter guidelines referral and new goMOMS address.
7-1-08	Lynnette Mueller	Updated meeting information and RA address.
3-23-2010	Lynette Townsend	Updated meeting information
8-18-2011	Lynette Townsend	Added weather policy and updated resident agent info.
8-13-2012	Heidi Baker	Updated meeting info, resident agent info., added group exemption info.
2-16-17	Andrea DeBusschere	Massive changes made to whole document. Full lists of changes are maintained in the Secretary files.