

EXECUTIVE BOARD OPERATIONS

email 1-10-02

A. Executive Board Members:

"Advisors versus Workers" is not an appropriate division for the working Executive Board.

Board members must volunteer to do hands-on work or join the Advisory Board.

Suggestions you urge us to follow you should be willing to implement yourself.

(Begin suggestions with "I will do . . ." -the activist's motto.)

We have no staff, no unequals, no hierarchy.

The President or Convener is not the sole staff worker.

B. Treasurer:

Must supply monthly written budget data.

Must show actual bank statement.

Must bring checkbook to meetings.

Must file the yearly (short) reports to Feds and State.

C. Secretary:

Must take minutes and put action items on emails to each one of us.

D. Any relevant matter involving our operations communicated by e-mail must be sent to all of us.

E. We must hold regular election of officers so that duties are shared.

F. Any project undertaken must have Executive Board members willing to do the work with clear assignment of duties and follow-through.

G. Any directions to paid helpers must have Executive Board clearance, with a cost estimate of the services.

H. Each Executive Board member will bring one new member to the Board this year.