

## LITPC POLICY STATEMENT

SUBJECT: **DUES**, Renewal of

1. An appropriate form shall be developed by the Treasurer for use in obtaining Dues Renewal from the LITPC membership. The said form shall require the submission of sufficient information to be used in the preparation of the LITPC Directory of Members.
2. The dues Renewal Form shall be provided in March each year by electronic means by the LITPC Treasurer to all members who receive their LITPC newsletter by e-mail. The form will be included as an attachment to the Spring issue of the LITPC newsletter for all members who receive a hard copy of the newsletter by regular mail. A follow-up notice will be sent by the appropriate means in the May-June time frame. The yearly dues of \$15.00 per member must be received by the LITPC Treasurer by not later than 30 August in order to permit sufficient time for the preparation of the Membership Directory. Any member, regardless of their present or prior position in the Club, who fails to renew their membership shall be dropped from the rolls of the LITPC. It is understood that Life Members shall be exempt from yearly dues. Further, it shall be understood that every effort will be made to avoid any embarrassment of any member whenever possible, particularly when there is some evidence that the said member has not received the appropriate notice of dues renewal, for whatever reasons.
3. In addition to the procedures outlined above, the LITPC Editor shall be required to give special notice in the Spring issue of the newsletter as a means of calling attention to this administrative necessity. An additional item shall be inserted in the Summer issue of the newsletter to remind all concerned that if the yearly dues have not been paid, they are past due and membership will be terminated prior to the issue of the Fall issue of the LITPC newsletter
4. The LITPC Board of directors may, from time-to-time, determine that is advisable to offer the LITPC membership a discount renewal fee for multiple years payment. The amount of the discount and the duration of the discount shall be determined by the Board, based on the circumstances surrounding the decision to initiate such action.
5. The annual dues are established at \$15.00.
6. This Statement supersedes LITPC PS 0014 of **23 October 1998**.  
\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

Approved by the Board on 6 June 2012