

## **ANNUAL REGIONAL CHAPTER MEMBERSHIP REPORTING PROCEDURE**

### **CHAPTER MEMBERSHIP REPORTS SHOULD BE FILED TO COINCIDE WITH VOSH-INTERNATIONAL FISCAL YEAR**

The Fiscal Year for VOSH-International is January 1-December 31. It is most important that a procedure be followed which will insure that all Regional Chapters are considered active and in good standing with VOSH-International as of a date certain, preferably at the beginning of the Fiscal Year; and the Constitution of VOSH-International has been amended so that all members of Regional Chapters in good standing also become members of VOSH-International. Thus, there also should be a uniform date on which all individual members of VOSH Regional Chapters are counted and considered to be members of VOSH-International for the following year. To insure efficiency and uniformity, the Executive Committee has adopted the following procedure:

1. Every VOSH Regional Chapter should pay that chapter's VOSH-International Membership Dues no earlier than October 1st and no later than December 31st. Payment should be made to the VOSH-International Secretary-Treasurer. Payment must be made in timely fashion in order for that Chapter to be considered as an Active Regional Chapter affiliated with VOSH-International for the following year.
2. A roster of each Regional Chapter's membership for the current year should be filed with the VOSH-International Secretary-Treasurer at the times that Chapter's VOSH-International dues are paid. All members reported on that Roster shall be considered members of VOSH-International for the following year.
3. A Regional Chapter may file a supplementary membership list with the VOSH-International Secretary during the months of May and June of each year. Such supplementary list may report members of Regional Chapters who have joined the Regional Chapter since that Regional Chapter filed its preceding Roster. Regional Chapter members listed on such supplementary Roster shall be considered as members of VOSH-International for the balance of the current fiscal year.
4. Regional Chapters are encouraged to make a per capita donation to VOSH-International on behalf of each Regional Chapter member. Payment of such donations should be made at the time of submitting an Annual or Supplementary Chapter Membership Roster. The amount of such optional per capita donation shall be announced from time to time by the Executive Committee.
5. A Regional Chapter which follows Paragraphs 1 and 2 above shall be considered a Regional Chapter in good standing with VOSH-International as of January 1st of the fiscal year for which dues payments and filings are timely made. Chapters not in compliance with Paragraphs 1 and 2 shall come into good standing with VOSH-International, and the members of such Regional chapters shall become members of VOSH-International, when such Regional Chapter achieves compliance with Paragraphs 1 and 2.