

## **STANDARD OPERATING PROCEDURES**

1. Petty Cash: Disbursements of \$100 or less can be approved by 2 Club officers and 3 general members. (*Approved 10-15-2010*)
2. Voting Methods: Elections shall be done by ballot (*Turn-In, Mail-in, E-mail*) All other actions not governed in the Constitution and By-Laws may be by show of hands at meeting. (*Proposed?*)
- 3.