

LOCAL SIG POLICY STANDING RULES

1. All SIGS must be open to all interested members. It cannot restrict its membership by age, sex, etc.
2. All SIGs listed in the newsletter must be sponsored by a current member of Mensa.
3. In order to [sic] be recognized as a local SIG and listed [sic] on the back page SIG listing [of the newsletter], a SIG [sic] must meet, or communicate by some other method, at least 4 times per year. At the discretion of the SIG coordinator this may be waived. A national SIG must meet the above requirements to be recognized as a local SIG.
3. SIGS are not expected to make a profit and any monies collected should only cover expenses. Any SIG charging \$75 or more per year in total fees per person may, at the SIG coordinator or Board's discretion, be requested to provide a financial accounting of the monies spent.
4. GLAAM does not endorse nor financially support any SIGS.
5. [NEWSLETTER] GUIDELINES FOR SIGS
 - a) SIG news must be submitted by the designated due date in order to be included in the current issues. Destination of reports should be left to the decision of the [Newsletter] Editor.
 - b) If reports are normally sent to the SIG coordinator, then late material will either be sent to the Editor for inclusion if time and space permits or kept for the next month.
 - c) Telephone articles will be accepted at the discretion of the SIG coordinator.
6. SIG COORDINATOR RESPONSIBILITIES
 - a) Submit, edit and write, at his or her discretion, any articles related to SIGS for the [newsletter] by the deadline.

- b) Keep an updated list of SIG leaders, and phone numbers and periodically verify that SIG coordinators are still in good standing.
- c) Be available to answer questions or give technical assistance to members wanting to start a SIG.
- d. Promote SIGS through word of mouth and publicity in [the newsletter].
- f. To report any problem situation to GLAAM Board of Directors
- g. Assure that each SIG leader receives a copy of the SIG standing rules.

7. SIG LEADERS RESPONSIBILITIES

- a. Inform the SIG coordinator of any changes in the listing including when the SIG no longer meets the SIG criteria.
- b. Submit articles by the due date for inclusion in the SIG column. Destination of reports should be left to the decision of the [newsletter] Editor.
- c. Promote their own SIG.
- d. Keep track of income and expenses if the SIG charges \$75 or more per year in total fees per person. A financial accounting may be requested by the SIG coordinator or Board.

[Originally enacted as Motion #1990-075. Subsequent amendments effected by Motions 1997-151 and 1998-129 and 1999-163.]