



Voodoo Misfits <voodoomisfits@voodoomisfits.com>

VMVB Attention Needed to Chapter Files on Google Drive

1 message

Voodoo Misfits <voodoomisfits@voodoomisfits.com>

Fri, Jul 18, 2014 at 9:45 AM

To: president@voodoomisfitsvb.com, secretary@voodoomisfitsvb.com, tonka@voodoomisfitsvb.com

Cc: Synister VM <synister@voodoomisfits.com>, secretary@voodoomisfitskc.com

Van Buren,

The following items need attention.

1. VMVB 2014 Dues Tracking. Need to use monthly tabs and list each member and their name including dues payment and any late fees. DO NOT TYPE ANYWHERE THAT IS PEACH IN COLOR. The sheet is designed to auto calculate dues totals and dues money on hand on the front sheet. We have uploaded a new dues tracking sheet because the last one was done incorrectly and the auto calculate was made to not work due to this. (Located in VMVB Financial Records)
2. VMVB-Cash-Bank Account Tracking-2014 sheet needs to be used for all funds incoming and outgoing including cash. There is a tab for cash and bank account. (Located in VMVB Financial Records)
3. VM Chapter logo needs to be the logo used. It has the Black Top rocker with White letters. Approved logos for male and female are located in: LOGOS and IMAGES
4. VMVB-MEMBERS LIST needs to be updated. Only Probate and full members should be on this list. Junior and Associate members shouldn't be on this list unless they have a patch or pay dues. (Located in VMVB Member Files)
5. All Members (Probate and Full) should be given a new copy of the VM Bylaws, VMVB Op Policy and Member Bible (Located in VMVB Member Files/Member Folder-Bible). New Non-Compete, Member Agreement, Non-Disclosure agreement should be signed by every member (including the board) and then scanned to a PDF and uploaded to a Folder with their name on it to be kept by the Chapter and Corporation. You will notice there is already a folder for the President and Secretary. In the future this paperwork needs signed as soon as any member gets any part of the VM Chapter patches. This paperwork is very important.

If you have any questions please contact Syn