DRAFT # 2

**Title: NJBC Dues Policy**

**Effective Date: \_\_\_\_\_\_\_\_, 2017**

**Purpose**: To establish guidelines for annual dues collection. Active membership will be evaluated based on this policy. The NJBC benefits from this policy as it serves to validate active membership and overall state representation.

**Policy Statement**: Annual dues are intended to assist with operational costs of the non-profit agency. Active membership and dues assist the NJBC to promote, protect and support breastfeeding in NJ.

**Procedure:**

1. Dues information will be provided by:
2. announcement at last scheduled General Meeting of the year
3. NJBC website
4. email communication, sent at least 30 days prior to the dues deadline
5. Each member is asked to complete the NJBC online membership form, mail $30 check or pay on-line using PayPal **by January 31st**.
6. Policy will be reviewed annually by the Board of Trustees.

**Responsible Parties**: Treasurer and other designated NJBC Trustees