

HOUGHTON LAKE SPORTSMEN'S CLUB

Voluntary Membership Resignation

A member who so desires to resign from the HLSC may do so for any reason at any time. They need not provide a reason for their resignation unless they so choose.

- The resigning member shall either verbally (in person or by phone), electronically, or via paper letter, notify any HLSC Board Member of their intention to resign.
- The resignation is immediately in effect; the resigned Member forfeits all rights and benefits of the HLSC Membership.
- No dues monies shall be refunded.
- A member who wishes to resign and cite a particular grievance shall be asked to do so in writing by the Board Member they are submitting their resignation to. If the member is unwilling to provide a written grievance, the Board Member who receives their resignation shall document the conversation as accurately as possible.
- Members who resign and wish to rejoin the HLSC in the future may reapply for Membership as a New Member, with all the requirements of new Membership (dues, application fee, Safety Seminar, etc.)

Board of Directors responsibilities when receiving a Resignation

- The Board Member should request and collect the resigning member's Membership Card.
- The Board Member who receives the resignation shall notify the remainder of the HLSC Board of Directors as promptly as possible.
- The Membership Director will remove the Member from the HLSC Roster.
- The Publicity Director will remove the Member's email from the Distribution Lists.
- The Secretary will collect any documentation, the Member's card, etc. and retain the documentation in a file within the HLSC file cabinets.
- The Board Member who receives the resignation will make a Motion to accept the Member's resignation at the next regularly convened Board of Directors Meeting.