



Regency Women's Club
2023-2024 Membership Form
June 2023-June 2024

Name _____

Phone No. _____ Email _____

Address (No. & Street) _____

Check if you are a New member _____

Birthday (Month & Day Only) _____

Return the completed form with a check for \$30 made out to
Regency Women's Club
and submit to either:
Membership table at the RWC luncheon
or
Mail to RWC PO Box 145, Haymarket, VA 20168

Please mark the box beside each of the committees you would be willing to assist or continue to serve:

- Luncheon and Programs
- Fundraising
- Community Service
- Membership
- By-Laws
- Publicity

Do you have any talents or skills you'd like to share in support of the RWC, such as photography, technical knowhow, communications? Please specify:

Date Paid _____ Check # _____ Cash _____

Please turn the page to review each Committee's responsibilities and opportunities ➡

Regency Women's Club Committees

Community Service Committee Meets 1:00 pm, the second Monday of the month, Clubhouse

Executes monthly collections of food and/or money for Haymarket Food Pantry, conducts a Back to School Supplies Drive and a Clothing Drive for PWC, collects Stuffed Animals for young patients at Inova ER, and coordinates a bi-annual Community Blood Drive, a Holiday Giving Tree, Senior Baskets for the Needy and a Baking project to thank first responders and Regency staff. We select 1-2 worthy charities (focusing on women and children) each year for Board approval. Funds raised from Fundraising events are presented to the charities at year's end.

Programs Committee Meets 1:00 pm, the third Monday of the month, Clubhouse

Plans the luncheon events, schedules speakers, acts as their hostess and introduces them at the luncheons; plans the menus and coordinates the table decoration and centerpiece orders for each month.

Fundraising Committee Meets 3:00 pm, the second Wednesday of the month, Clubhouse

Creates, plans and implements all RWC Charity Fundraising events. Two Charities are chosen by Community Services each year. It is the Committee's mission to raise as much money as it can over the fiscal year to be split between the chosen charities. It is also responsible for selling raffle tickets at all RWC lunches for the Dodi Myer Scholarship fund awarded by RWC each June to two students from Battlefield High and NOVA Nursing students. The success of its fundraising efforts is the result of the hard work, creative and collaborative talent of committee members.

Membership Committee Meets as required

Maintains the membership records of the club; collects the annual dues; provides greeters for club luncheons and functions; handles reservations for club luncheons; informs and encourages newcomers to join RWC.

Publicity Committee Meets as required

Plans and prepares notices of General Meetings, fundraising events and service project activities, including items for the Regency Review, Regency Website, This Week at Regency, etc. Maintains the RWC website. Issues press releases about RWC's charitable work to the local newspapers. Takes and publishes photos. Issues a yearly survey to the membership, summarizes and distributes its responses. Maintains the Yearbook.

Bylaws Committee Meets as required

Prepares and recommends a Constitution to the Board; prepares and recommends to the Board changes and amendments to the Bylaws.

Finance Committee (Not open to volunteers)

Prepares the annual budgets submitted by the standing committees. Treasurer serves as the Chairperson.

Audit Committee Meets as required

Reviews the Regency Women's Club financial books and prepares a written report annually.

Nominating Committee Meets as required

Chair: Determined by the Committee members each year.

Presents a slate of candidates for Officers and Committee Chairs to the General membership; recruits and introduces candidates; announces results of voting on slate.