



**TRAINING COMMITTEE**

Presents

# BACK TO BASICS

## "DUTIES OF LODGE OFFICERS"

Date: February 17<sup>th</sup>, 2010 (Wednesday)

Time: 12:30pm – 6:00pm

Location:

**Wyndham Resort**  
**8001 International Drive**  
**Orlando, Florida 32819**  
**(407)351-2420**

**This class is for ALL elected and appointed officers in a lodge – any member serving or wishing to serve on a board should attend.**

**Just what are the responsibilities of your local lodge officers. How is the lodge suppose to operate. In this seminar we will discuss the Responsibilities of the Lodge to the membership, the duties of the President and Vice President. What is the Secretary and Treasurer responsible for and how do they carry out their duties, and what are the responsibilities of the Lodge Trustees and State Trustee.**

**Instructors: Joy Mooshie, *Florida State Lodge Office Manager*, Kenny Mack, *State Lodge Secretary*, Tom Bonney, *State Lodge Treasurer*, William Corser, *Parliamentarian*, Bruce Porter, *Chairman of Trustees*.**

**\* Class size is limited \* Please register early\***

**COST: FREE**

Please register for the above class by completing the registration form below and send it by mail or fax prior to February 7<sup>th</sup>, 2010. FAX number is (813) 681-2177.

Mail to: FOP, 702 Hyssop Place, Brandon, Florida 33510. Or you may e-mail registration information to:

[training@FloridaStateFOP.org](mailto:training@FloridaStateFOP.org)

Please phone Lisa Dubord @ (813) 394-1677 if you do not have access to a fax or e-mail.

NAME	LODGE #	PHONE	E-MAIL ADDRESS
------	---------	-------	----------------

---

---

---

---