

**CALIFORNIA STATE FEDERATION EXECUTIVE BOARD
POLICY 11 (R)
FEDERATION NEWS LETTER**

I **Article II, Section 1. (j), of the Federation By-Laws** authorizes the Federation Executive Board to publish a Federation Publication. The Federation President will appoint editor and such staff as necessary.

II DUTIES & RESPONSIBILITIES (EDITOR)

A. Will establish (in conjunction with the President) publication dates, solicit news, coordinate with Federation Officers and DVPs, and support Federation programs and functions.

B. Will be responsible for determining appropriateness of news articles and for performing the general management of day-to-day activities of the Federation Publication, within the guidelines established by the Federation President and the Executive Board.

C. Perform other duties as assigned and make change recommendations to this guideline as necessary.

III FUNDING: Funding will be accomplished via normal budgeting with a budget line item in both 500 Series and 900 Series funds. If any advertising is sold, the revenue will be received directly by, and accounting will be the responsibility of, the Federation Treasurer.