

**LEICESTERSHIRE & RUTLAND FEDERATION OF WOMEN'S INSTITUTES**

**WI Groups working with a Group Secretary and Group Treasurer**

* The role of the Group Secretary is to co-ordinate for the group any activities the members have decided upon.
* The Group Treasurer working alongside the Group Secretary keeps the Group funds separate from a WI account.
* Group Secretaries and Treasurers are voted for every 2 years.
* The term runs from April to March.
* As a group you can afford a speaker that financially would be too expensive for a monthly meeting.
* As a Group you can budget for these expenses.
* As a Group you can raise a Bursary if you wish, which benefits small WI’s with Educational Activities.

**WI Groups working without Group Secretary or Treasurer**

In my experience WIs take it in turn annually;

* Do not have separate accounts and will need the WI treasurer to have an extra section in the accounts for the period April to March.
* When groups take this option it seems to follow, the Bursary does not continue.
* Ticket prices for the Annual Meeting rise to cover hall and other expenses incurred by one WI.
* Any social activities as a Group cease.

**Groups who keep a Group Treasurer** with WI’s taking on the organisation of a year’s programme have proven to be more successful.