

Madison Area SolidWorks® Users' Group (MASWUG) Charter

Version 1: November 13, 1998

The purpose of the MASWUG is to promote the free exchange of information related to the use of SolidWorks® among the membership of MASWUG. It will provide a forum in which the membership can assist each other in furthering their knowledge and advancing their abilities in the use of SolidWorks®, related products and employment networking.

Membership:

- MASWUG will be organized and operated completely through volunteer participants.
- Members need not own SolidWorks®.
- SolidWorks Corporation, SolidWorks VARS, and SolidWorks business partners are welcome to participate but can not vote.
- There will be one vote per user, up to three in any one organization, which owns SolidWorks®.
- There will be no membership dues.

Government: The MASWUG will annually elect members, who own SolidWorks®, to the following positions:

- President: Responsible for organizing meetings and activities and represents the MASWUG organization.
- Secretary: Responsibilities include record keeping, membership database and meeting minutes.
- Steering Committee: Quantity (3-5 voting members representing a diverse cross section of the user group). Responsibilities to be delegated by the President for organizing and planning meetings and activities, assisting the secretary, advising the President, etc., on a regular basis.
- Volunteers: Provide assistance on an irregular basis such as arranging a guest speaker, being a guest speaker, arranging a meeting location, refreshments, presentation, etc.
- Changes to the charter require a 2/3 majority vote.

Meetings: The MASWUG will meet on a regular basis, 4 - 8 times per year.

- Members will be encouraged to host the meetings by providing a meeting room and refreshments. The "Government" will facilitate the meetings.
- SolidWorks Corporation will provide financial support for mailings, meeting room rental and refreshments.
- A time during every meeting will be designated for an open forum/discussion on subjects related to SolidWorks®.
- SolidWorks Corporation, VARS, and other Solution providers may be invited to give demonstrations of their products.
- Members are encouraged to present case studies related to SolidWorks®.
- Members will be encouraged to field questions by others on a voluntary basis.
- Participants will be notified of the meetings through their designated "company contact" via e-mail. Additional promotions may be made through SolidWorks Corporation web-site and local mailings. Members will receive the next meeting agenda approximately 2 weeks before via e-mail.
- Members will receive the meeting minutes via e-mail.