

Policy of
Greenville Woodworkers Guild, Inc.

Title:	Charitable Projects	Policy No.:	10
		Revision:	3
		Date Adopted:	Jul 16, 2012
		Resolution:	2012-30
		Date Effective:	Sep 1, 2012

Statement of Policy:

Greenville Woodworkers Guild, Inc. shall undertake charitable projects that provide benefit to community organizations serving the Greenville community. The selection and execution of charitable projects shall be conducted as set forth herein.

Reason for Policy:

Execution of community charitable projects is a fundamental purpose of the Guild. The orderly execution of such projects is necessary to build and maintain a favorable image and reputation for the Guild. In accepting a project, the Board of Directors must conclude that the nature of the project meets objectives of the Guild and that the Guild has the financial and human resources necessary to accomplish the project.

Policy Requirements:

Any person may request or propose that the Guild under-take a community charitable project. All such requests must be directed to the Vice President, Charitable Projects.

The Vice President, Charitable Projects will assess the nature of the requested project including the size, cost and human resources required to complete the project. He/she will also evaluate the Guild's ability to accomplish the project in a timely manner, considering other requested and/or approved projects.

The Vice President, Charitable Projects will insure that all requested projects are for the benefit of community Not-For-Profit organizations. Projects that do not meet this criterion will not be presented to the Board of Directors for approval.

The Vice President, Charitable Projects will present requests and proposals to the Board of Directors for consideration. His/her presentation will include the nature, size, cost, required resources and scheduling considerations.

The Board of Directors may formally or informally approve a request, reject a request or request additional information about a request before making a decision. Approval by the Board of Directors, absent directives to the contrary, authorizes the Vice President, Charitable Projects to proceed with the project and to expend Guild funds as detailed in his/her presentation. The Board of Directors will not approve a request for a project that benefits a religious congregation but may authorize the Vice President, Charitable Projects to canvass the Guild membership in an effort to locate individuals willing to undertake such a project.

The Vice President, Charitable Projects will appoint a Coordinator for each approved project. The Coordinator will be responsible for the execution of the project. The Vice President, Charitable Projects may at his/her discretion delegate the authorization to expend funds to the Project Coordinator. He/she must make such delegation known to the Treasurer.

The Coordinator of each project, upon completion of the project, will provide a report, photos and/or other documentation of the project to the Vice President, Charitable Projects, the Newsletter Editor, the Website Manager and the Vice President, Communications.

The Vice President, Charitable Projects shall report on the status of all approved community and charitable projects at each regular meeting of the Board of Directors.