

GIFT AND DONATION POLICY

PURPOSE

This policy establishes guidelines for Society donations to charities, educational institutions, or community groups.

SCOPE

The Kerrisdale Community Centre Society (Society) may give donations to other charitable organizations, educational institutions, or community groups that operate in the Kerrisdale community and whose mission is consistent with that of the Society. The Society may also give a donation to a charity on behalf of a retiring board member in recognition of service to the Society.

DEFINITIONS

Donations: A donation is a voluntary gift for charity, humanitarian aid, or to benefit a cause. A donation may take various forms, including money, alms, services, or goods such as clothing, toys, food, or vehicles.

Gifts: a gift is a voluntary transfer of property without valuable consideration to the donor; gifts may be cash or non-cash (CRA, Charities giving glossary 2019)

DONATIONS TO OTHER ORGANIZATIONS

Donations to other organizations will usually be given in form of the Community Centre gift certificates. The Society may also choose to donate unclaimed lost and found items or unneeded Society-owned items. An annual limit for the value of the donations in the form of gift certificates will be set up in the annual budget. All requests for donations will be passed on to the Treasurer of the Society. The Treasurer will present the requests in the meeting of the Executive Committee with a statement of the available amount in the budget. The Executive will decide whether to approve or reject a donation request.

DONATION IN RECOGNITION OF A RETIRING MEMBER OF THE SOCIETY BOARD OF DIRECTORS

The Society may donate directly to a charity chosen by, and in the name of, a retiring member of the Board of Directors, regardless of the reason for the Director's retirement, to express its appreciation for the member's service to the Society. The actual amount of the donation will be determined in accordance with Society's Awards and Honours Policy. The President of the Society will recommend the amount to the Executive for approval. The President will communicate the approved amount to the retiring member being recognized and ask for the choice of the charitable organization. Retiring members can choose to split the amount among more than one charitable organization.

RELATED DOCUMENTS

Awards and Honours Policy, approved November 2017

The KCCS Constitution, filed BC Registrar of Companies, June 2017

KCCS Vision, Mission and Values, approved January 2013