

# LOCH LOMOND BEACH CLUB

## POLICY AND PROCEDURES MANUAL

SUBJECT: DONATIONS POLICY  
REVISED:

POLICY#:22  
PAGE: 1

EFFECTIVE DATE: 10/10/15

### POLICY:

Financial donations to charitable organizations and/or membership dues to Birchwood Area organizations paid by the Beach Club will follow one of three procedures. A maximum annual amount for all donations and memberships will be determined by the Board of Directors and approved as 2 separate line items within the Annual Budget approval process.

### PROCEDURE:

#### For Membership dues:

LLBC membership in an area organization shall be an organization that provides services or resources for the benefit of LLBC or its membership. Membership in any organization will be reviewed and approved by the BOD annually....Such as Red Cedar Lake Association and Birchwood Chamber of Commerce.

#### For Donations under \$50

Donations may be made at the Manager's discretion provided the donation does not cause the donation category to exceed the current annual budget.

#### For Donations greater than \$50

The Board must pre-approve donations above \$50. Approval can be obtained at a Board meeting or by email. A majority is required for a Board meeting approval. For email approval, no fewer than four Board members must approve.