

MEMBERSHIP FUND GUIDELINES

PURPOSE:

The purpose of these guidelines is to establish procedures to manage the "Membership Fund" established by BHCA Board Motion # 12-12.

I move that the BHCA establish a "Membership Fund" in the amount of \$200.00 to pay the yearly membership dues for those members who may need assistance because of illness or hardship. And that any member who attains the age of 100 and has been a member for 50 years be given a complimentary membership. Further, any member with 25 or more years of membership and is placed in an extended care nursing home is eligible for a complimentary membership. Board approval would be required in the initial year. Donations will also be welcome to the fund by members who may wish to assist those in need. Guidelines for the criteria for those who qualify will be established by the Board of Directors and each individual member's situation shall be considered and voted on by the Board.

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ELGIBILITY GUIDELINES:

- Members who have reached age 100 and have been a member for 50 years or more.
- Members who are no longer able to continue their membership because of financial hardship. Such members should be
 - Members in good standing for the *previous* year. It is likely the member's situation will become known to the Board after the dues notices are sent out on or before June 30 of the preceding membership year. If the dues are not paid within 2 months by August 31, the member will no longer be considered a member in good standing. It is recognized the Board may not be able to act on a member's situation until after August 31 of the membership year, at which time the member would no longer be considered in good standing for that year. Hence the requirement they are members in good standing for the previous, not the current, membership year.
 - Members who have not had their membership lapse pursuant to Article II, Section 4 (b) of the By-Laws. Pursuant to this provision in the By-Laws, "A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 90 days after the due date indicated on the dues notice" This provision goes on to state that "the Board may grant an additional 90 days of grace to such members in meritorious cases." The effect of this provision is that a member would no longer be eligible for this fund after November 29 of the

membership year unless the Board grants an extension; in no circumstances can the extension be for a period of more than 90 days to February 27.

- Members that have been reinstated if their membership had lapsed under Article II, Section 4 (b) of the By-Laws. Procedures for reinstatement are beyond the scope of these guidelines.

PROCEDURES

Members who have reached age 100 and have been a member for 50 years or more would automatically be granted a complimentary membership. Further, any member with 25 or more years of membership and is placed in an extended care nursing home is eligible for a complimentary membership. Board approval would be required in the initial year.

For other member(s) facing a "hardship" situation, any Board member may bring a member(s)'s situation to the attention of the Board. It is preferable that the member first express *in writing* their intent to not renew their membership because of a "hardship"; this is to avoid a situation which might be viewed as violating someone' privacy. This communication is typically received during the dues collection process by Treasurer, written on the dues notice. It is not intended, however, that such communication be limited only to responses on the dues notices.

Once someone has expressed a "hardship", their name(s) would be brought to the Board in Executive Session. If a Board member knows of their situation they could comment and such comments be taken into consideration. If no one is familiar with their situation, no further investigation would be necessary unless someone had a specific concern. In most cases it is anticipated the member would be given the "benefit of the doubt". The Board would then approve/disapprove payment of a one year's membership for the member(s) out of the Membership Fund.

If approved, the Board member bringing the request forward would then advise the member accordingly. It is recommended such communication would state that the Club values them as members and would like to pay their membership dues for one year in the hopes that their future circumstances would allow them to continue their membership in subsequent years.

Correspondence would be handled by the Board member receiving the initial communication to avoid a situation where the member(s) would feel their circumstances were shared openly with the Board.

The Board should be advised of the member(s)'s response before adding their name(s) to the list of "Members in Good Standing" to be sure the member in fact wants to continue their membership.

It is always permissible for a member to pay the dues of another member and nothing in these guidelines should be construed to say otherwise. However, if a Board member becomes aware of a member(s)'s personal situation as a result of the process outlined in these guidelines, it is preferable that they pay that member(s)'s dues by making a contribution to the Membership Fund. This is to avoid a situation where the member(s) would feel their their situation was disclosed to someone with whom they did not directly share it.

This fund would be replenished on an Annual basis, as needed, as a part of the Budgeting Process. This fund will accept contributions from members.

Finalized 11/20/2015

Revised 3/4/2017