

Policy Sheet – Saugatuck Douglas Art Club

1. The Program Chairperson budget shall be \$700 yearly excluding the Christmas Party Program.
2. All expenditures under \$200 must be approved by the board. Amounts over \$200 require approval of the general membership.
3. Dues and membership
 - a. Annual dues for members are \$10 through the end of 2011. Beginning 2012, annual dues for members are \$20 for individuals, \$30 for households.
 - b. A one-time-only payment of \$200 for individuals, or \$300 for households, will give the member or members Lifetime status.
 - c. Members over 90 years of age will be considered honorary members. Honorary members can participate fully as members of the Club but need not pay dues.
 - d. Annual dues are payable on January 31. Paid-up members as of the date of the Waterfront Invitational Art Fair may participate in club exhibits and shows in that year.
4. Art Shows. A total of \$1000 shall be paid to the chairperson or persons of the Village Square Art Fair. A total of \$1000 shall be paid to the chairperson or persons of the Waterfront Invitational Art Fair.
5. Scholarships. Scholarships for the visual and performing arts shall be given in the amount of \$500 each semester. The board and general membership shall approve the scholarships yearly.
6. \$1000 may be spent annually to support Saugatuck high school students enrolled in the Kendall program.
7. Flowers or memorials in the amount of \$25 may be sent to members who are ill or who have lost an immediate family member. Memorials in the amount of \$50 may be given in honor of a deceased member.
8. Equipment owned by the Club shall not be loaned.
9. The Policy Sheet shall be presented to the Board for approval bi-annually.

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10. The Committee of the annual picnic will receive \$50 for expenses.
11. The Club will donate \$2000 to the high school, \$500 to the middle school and \$1000 to the elementary school to supplement their programs.
12. The President may not succeed himself/herself immediately after his/her two year term concludes.
13. Donation Policy.
 - a. First in priority is our ongoing support of the art programs at Saugatuck Public Schools.
 - b. Second in priority is our support of student scholarships:
 - i. Scholarships for college students in the visual arts, up to an annual limit, if the board should decide on such a limit;
 - ii. Support to Saugatuck High School students enrolled in the Kendall program.
 - iii. Support of pre-college students going to special and summer programs in the visual arts only. Programs in the performing arts are not supported for the time being. The board may wish to decide on a limit of how many such programs each individual may attend with our support.
 - iv. The availability of funds for scholarships will play a role in the Club's approval of any applicant's request.
 - c. Third in priority are other donations in support of our defined purpose, "to stimulate and encourage throughout the Saugatuck-Douglas area the study and presentation of the performing and creating arts; to encourage public interest in the cultural heritage of the area and to encourage freedom of artistic expression.
 - d. In all cases, the Club seeks significant recognition in publicity and in the local media for the donations it makes in support of its purpose.
14. Service Units. For all scholarships granted by the Art Club after 1/1/11 service units will be required. One service unit

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- will be required for each year of scholarship support, or for support of a special event such as attendance of an art camp.
- a. A service unit may be performed after this rule is adopted by a scholar, a prospective scholar, or a parent. A service unit will consist of a service performed for the Art Club, for example, volunteering at an art fair, presenting a program, or providing hospitality at a meeting. Service units may be accumulated for use in future years.
 - b. Evidence of a service unit having been performed will be presented at a Board meeting by the scholarship chair or other relevant executive board member or committee chair. The Board will direct the recording secretary to keep a record of all service units it has accepted. No funds may be disbursed for scholarships awarded after 1/1/11 without evidence of the necessary service unit having been performed.
 - c. If a scholar or parent is an active Executive Board member or committee chair throughout the same year as the scholar receives a scholarship or special unit support the service unit requirement will be waived.
 - d. The Board will consider proposals from applicants for innovative ideas to satisfy this requirement in lieu.
15. Friends of the Saugatuck Douglas Art Club will be recognized by the Executive Board. Friends are local businesses and organizations that have donated goods or services to the Art Club or who have funded an award at the Waterfront Invitational Art Fair. A Friend's status will continue for one year following his/her/its recognition. The Club will permit these businesses and organizations to provide materials to be displayed in the Club's information booth at the juried fairs, and may mention their names in Club publications, like the annual Yearbook or the Club website.

This policy sheet was revised June 28, 2011.

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