



Sunland Village East Foundation Board of Trustees Resolution

RESOLUTION # ~~12~~ 13

Establishment of the Gift Acceptance Committee as a Perpetual Committee

WHEREAS the U.S. Internal Revenue Service has established strict regulations on how and what gifts may be accepted; and

WHEREAS the SVEF Board of Trustees has established a Gift Acceptance Policy; and

WHEREAS that Gift Acceptance Policy requires that a Gift Acceptance Committee be established and operated in perpetuity;

Therefore, be it RESOLVED that the Gift Acceptance Committee is hereby established by the Sunland Village East Foundation Board of Trustees, and said Committee shall operate according to the Foundation's Gift Acceptance Policy (attached).

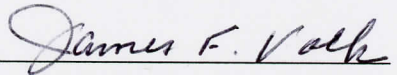
Trustee Signature

Trustee Printed Name

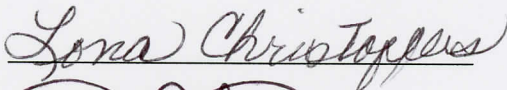
Date



William L. Hopper 2/10/24



JAMES F. VOLK 02/10/2024



LONA CHRISTOFFERS 02/10/2024



Linda Trappett 2/10/24

The Secretary of the SVEF certifies that the above is a true and correct copy of the resolution that was duly amended and adopted at a scheduled meeting of the Board of Trustees on January 23, 2024.


Secretary Signature

Linda Trappett
Secretary Printed Name

2/10/24
Date



Sunland Village East Foundation

Policy to Establish a Gift Acceptance Committee

In order to be in conformance with the Sunland Village East Foundation's Gift Acceptance Policy, adopted by resolution on January 23, 2024, the SVEF Board of Trustees hereby establishes a Gift Acceptance Committee, which must be continued in perpetuity while the Foundation exists as a legal entity.

The purpose of the Gift Acceptance Committee is to ensure that all gifts to the Foundation are in conformance with the Foundation's Gift Acceptance Policy, and in conformance with the highest standards of ethics, both to the donor and to the letter and spirit of our IRS 501(c)(3) nonprofit, tax exempt status.

This Committee has the responsibility and authority to accept or reject all gifts. Acceptance of gifts of unusual nature must be by unanimous agreement. If such agreement cannot be reached, the decision shall be made by an absolute majority vote of the Board. The Committee also has the responsibility and authority to negotiate with a potential donor, to make the gift conform with the Foundation's Gift Acceptance Policy, if possible.

If legal advice is advisable, the Committee has authority to obtain that advice. Such advice, however, is just advice; that is, the final authority and responsibility rests with the Committee, not the attorney.

The Gift Acceptance Committee shall include the Foundation's current Board Chairperson, the Treasurer, and one additional Board member, as appointed by an absolute majority of the Board. Membership of the Chairperson and Treasurer are automatic, going with their appointments as Officers of the Foundation. Membership of the third Committee member must be approved by an absolute majority vote of the Board.

Additional persons not on the current Board may be appointed to this Committee by unanimous agreement of the entire Board, for a term of one year. Terms may be extended, one year at a time, again by unanimous agreement of the entire Board.

Membership on this Committee expires when a member is no longer a Board member, Chairperson, or Treasurer. Vacancies must be filled within 30 days.



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In recognition of the fact that most gifts will be outright, unrestricted gifts, not requiring any significant decision by this Committee, there is no requirement for a written record for such gifts. However, every gift shall be reviewed by at least one Committee member, and marked as "OK", accompanied with that member's initials. The most likely reviewer is the Treasurer. These reviews and initials should never become pro forma; they are for protection of the Foundation and the donor.

Acceptance of any gift other than unrestricted money donated through PayPal, or by check or cash, shall be closely scrutinized by this Committee, and their acceptance or rejection of the gift shall be presented in writing, signed by all Committee members, and shall be sent to all members of the Board of Trustees. The letters shall include full information on the nature, amount, and stipulations of the gift, the decision of the Committee, and the reasoning for the decision. This letter to the Board is a legal document, and must be treated as such.

Following the letter to the Board members, the Committee shall draft a letter to the donor, documenting the conditions of the donation. This letter becomes the legal understanding between the donor and the Foundation. This letter shall be signed by the Board President, and a copy filed by the Board Secretary.

The Committee described in this policy document is hereby established, by majority vote of the Board, this 23rd day of January, 2024; and said Committee shall conform to the duties and responsibilities provided in this policy document and in the SVEF Gift Acceptance Policy.

Lona Christoffers, President, SVEF

Michael Crappett, Secretary, SVEF

1/24/2024; mof