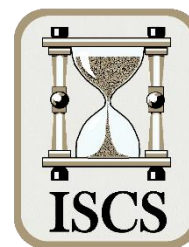


# Gift and Donation Policy

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for the *International Sand Collectors Society, Inc.*

## Article I: Purpose

The purpose of this policy is to govern the acceptance by the **International Sand Collectors Society, Inc.** (the "Society") of gifts and donations, and to provide guidance to prospective donors.

## Article II: Donations Committee

The Donations Committee of the Society may review gifts, donations, proposed gifts, and proposed donations to determine whether or not the Society will accept them. The committee shall be composed of Society members in good standing who have volunteered to serve on the committee or have been appointed to the committee by the President of the Society or the Executive Board of the Society. As indicated below, certain gifts and donations may or may not need the approval of the Donations Committee, and certain proposed gifts and donations may require the approval of the President and/or Executive Board. The Donations Committee shall provide a detailed list of gifts and donations annually to the Treasurer for tax purposes and to other members of the Executive Board for review.

## Article III: Use of Legal Counsel

The Society will seek the advice of legal counsel in matters relating to acceptance of gifts and donations when appropriate. Review by counsel is recommended for the following:

- A. Gifts of securities that are subject to restrictions or buy-sell agreements
- B. Documents naming the Society as trustee or requiring it to act in any fiduciary capacity
- C. Gifts requiring the Society to assume financial or other obligations
- D. Transactions with potential conflicts of interest
- E. Gifts of property that may be subject to environmental or other regulatory restrictions

## Article IV: Restrictions on Gifts and Donations

The Society will not accept gifts and donations that:

- A. Would result in the Society violating its corporate charter
- B. Would result in the Society losing its non-profit status
- C. Are too difficult or too expensive to administer in relation to their value
- D. Would result in any unacceptable consequences for the Society
- E. Are for purposes outside of the Society's mission
- F. Require that the gift or donation be used as directed by the donor
- G. Consist of sand samples without information about where the samples are from

Decisions on the restrictive nature of a gift or donation, and its acceptance or refusal, shall be discussed by the Donations Committee, and their report shall be presented to the President and/or Executive Board who shall direct the Donations Committee relative to acceptance or refusal.

## Article V: Gifts and Donations Generally Accepted Without Review

- A. **Small Sand Samples.** Deemed so by the Donations Committee, or the member offered the samples, based on the number of samples and/or quantity of the sand. Individual samples must be labelled with the location where they were collected, and/or a useable catalog with this information must be provided.
- B. **Small Sand Collections.** Deemed so by the Donations Committee, or member offered the collection, based on the number and/or the size of sand samples contained in vials or other containers. Individual samples must be clearly labelled with the location where they were collected, and/or a useable catalog with this information is provided.
- C. **Some, but not all, Sand-related Items.** This includes, but is not limited to, sand containers such as vials, bottles, and jars; microscopes; books; photographs; art; and sand-related collectibles that are presented in small quantities and/or little bulk or weight. Furniture such as cabinets and shelves are not included unless they are small and easy to transport or mail without incurring significant time, cost, or effort to the donor and/or the Society.

## Article VI: Gifts and Donations Generally Accepted with Prior Review

- A. **Large Sand Samples.** Deemed so by the Donations Committee, or the member offered the samples, based on the number of samples and/or quantity of sand. Individual samples must be labelled with the location where they were collected, and/or a useable catalog with this information must be provided.
- B. **Large Sand Collections.** Deemed so by the Donations Committee, or the member offered the collection, based on the number and/or size of sand samples contained in vials or other containers. Individual samples must be clearly labelled with the location where they were collected, and/or a useable catalog with this information must be provided.
- C. **Sand-related Items.** This includes, but is not limited to, sand containers such as vials, bottles, and jars; microscopes; cabinets; shelves; books; photographs; art; and sand-related collectibles that are presented in large quantities and/or with significant bulk or weight.
- D. **Logistical Issues.** A gift or donation may have issues related to transporting it for processing by the Society. Transportation must be possible in a reasonable manner without incurring significant time, cost, or effort to the donor and/or the Society.

## Article VII: Gifts and Donations Accepted Only Upon the Advice of Legal Counsel

- A. Bequests and Beneficiary Designations under Revocable Trusts
- B. Life Insurance
- C. Commercial Annuities
- D. Retirement Plans
- E. Tangible Personal Property Appraised at a Value that could have Tax Implications for the Society
- F. Real Estate

The President and Executive Board will consider the advice of legal counsel on whether or not to accept gifts or donations.

## Article VIII: Dispensation of Gifts and Donations

All gifts and donations must be accompanied by an International Sand Collectors Society, Inc. Donation form provided by the Society to the donor. The donation form includes, but is not limited to, the following:

- A. A requirement that the donor must confirm that they have the legal right to provide the gift or donation.
- B. A requirement that the donor must agree that they shall not have the right to direct the use or dispensation of the donation.
- C. A requirement that the donor must agree that the Society shall have the right to use the donation as it desires without the prior approval of the donor, including dividing sand samples and dispensing of individual sand samples from a collection, i.e., gifts or donations cannot be required to be maintained intact as a complete set.
- D. A requirement that the donor must indicate whether or not they want the gift or donation to remain anonymous. If not, the Society may acknowledge the provenance of the gift or donation publicly including, but not limited to, a brief mention or article in the Society's newsletter and/or on the Society's website or other social media; a profile about the prior owner in the Society's newsletter and/or on the Society's website or other social media; including the provenance with sand samples distributed to members and other parties; and the use of pictures of the sand in any materials that the Society may publish.
- E. A statement from the Society that it shall not exchange sand samples for cash. If samples are mailed to members or other parties, it is acceptable for the Society to receive cash to reimburse members for packing materials and the shipping cost only.
- F. A statement from the Society that it shall have the right to provide sand-related items in exchange for cash donations provided the cash donation is less than or equal to the fair market value of the item.

## Article IX: Donor Privacy

The Society will honor donor requests to remain anonymous except for, but not limited to, the following situations:

- A. The Society shall provide the names of donors to government agencies as required by law.
- B. The President, Executive Board, members on the Donations Committee, and any members involved with the acquisition and processing of the gift or donation may know the identity of the donor as necessary.
- C. Sand samples given to members and other parties may include the name of the person who collected the sand as part of the provenance of the sample.

This also applies if the donor is representing another party and that party wants to remain anonymous, or if the donor wants the other party to remain anonymous. Details of the gift or donation itself may be made public without including donor information.