

<b>Policy #:</b> MCL-7	<b>Policy Name:</b> Gifts & Awards Policy
<b>Original Approved Date:</b> Jan 1/15	<b>Revisions:</b>

The McLeod Community League is a non-profit volunteer community association with the mandate of providing a healthy and safe community through the organization of recreation, sports and social activities. We recognize that this is only possible through the contributions of our many volunteers and employees. The community league board may entertain motions to recognize these contributions through a gift or award in the circumstances.

The community league may offer non-monetary support to outside non-profit agencies to assist larger segments of our community. It is not in the mandate of a community league to provide acts of charity on an individual basis. Volunteers and employees are encouraged to personally support charities of their choice.

**Current or Past League Board Member - Gift**

- In recognition of a marriage or the birth/adoption of a child, the board may provide a non-cash gift to a current member of the community league board, to a maximum of \$100.
- In the event of the hospitalization or death of a current board member, or his or her partner or child, the board may provide a non-cash gift to a maximum of \$100.
- In the event of the death of a past board member, the board may provide a non-cash gift to the family or at the funeral, to a maximum of \$100.

**Community League Member – Award**

The board may provide a non-cash award to a member of the community league in recognition of their outstanding volunteer contributions to the community, to a maximum of \$100. The calculation of this amount would not include complimentary tickets to an awards meal.

**Employee – Gift & Award**

In all matters regarding the giving of gifts and awards to employees (the gift or award as part of the employee’s income and making payroll deductions for CPP, EI, income tax, etc.), the Board will direct the bookkeeper to follow current Canada Revenue Agency “rules for gifts and awards.”

- In recognition of their marriage or the birth/adoption of a child, the board may provide a non-cash gift to an employee of the McLeod Community League, to a maximum of \$100.
- In the event of the hospitalization or death of an employee, or their partner or child, the board may provide a non-cash gift, to a maximum of \$100.