

CHARITABLE WORKS COMMITTEE

The Charitable Works Committee includes interested YVQG member volunteers and the YVQG member representing each and all organizations/agencies/charities approved by YVQG for Charitable Works and/or incoming donations.

YVQG's Articles of Incorporation state: (a) that YVQG is organized under Section 501(c)(3) of the Internal Revenue Code registered under the nonprofit laws of the State of Washington RCW 24.03, "exclusively for charitable and educational purposes", (b) that YVQG is authorized to "make distributions to other organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future Federal Tax Code.

Therefore, the Committee shall collect YVQG members' Charitable Works and/or Donations data that include: YVQG member's name, the number of items donated, the dollar amount (established by the member donating), time spent/number of hours donated, and the name of the organization receiving the donation. (pages 3 & 4)

This committee shall include a person who is the coordinator for intake; a person who is the coordinator for fund raising; and a person or persons who serve as the coordinator(s) for ongoing projects such as Shoebox Quilts, and any other project(s) which could make use of incoming donations.

The Committee will meet when asked by the Chairperson and as often as deemed necessary during the Business Year. Minutes of the meetings shall be written by a volunteer and given to the Chairperson to be filed as written.

The Committee is responsible for reviewing currently approved organizations/agencies/charities by assessing YVQG members' interest and involvement to determine if they should be retained or dropped; any action requires a vote by the General Membership.

The Committee is responsible to propose to the YVQG General Membership any suggested new organizations/agencies/charities that YVQG members may be interested in supporting; however, any action requires a vote by the General Membership.

The Committee is responsible to keep current the Committee's guidelines after the YVQG General Membership has voted on a YVQG issue that effects the Charitable Works Committee, making any update(s) available through written or digital means to all.

The Committee will assist the Chairperson in establishing the Committee Proposed Budget for the upcoming business year for inclusion in the YVQG Annual/Yearly Budget.

The Committee may submit articles to YVQG' Newsletter: Piece Talk, YVQG website, as well as contribute information for community advertising of whatever form is deemed appropriate by the Executive Board and/or General Membership.

The Chairperson shall oversee the process of **donations made TO YVQG**. When a YVQG member becomes aware of a prospective donation TO YVQG, the member is to contact the current Charitable

Works and Donations chair. Together they will work out the plan for pick up, sorting, distribution, and storage.

Donations should be sorted as 1) unusable for YVQG, 2) suitable for YVQG projects, 3) items to sell or give to members asap, 4) hold for the next public sale (such as our Treasure Trunk).

Any proceeds other than the biannual Treasure Trunk sale may be designated towards supplies for our ongoing projects. This could include batting for Shoebox Quilts or Chemo Scarves, or lining for Christmas Stockings, or other items the membership approves for a specific sale.

The Chairperson shall present a Charitable Works and/or Donations Monthly Data Report (See attached Form) and shall present the Annual/End of Year Data Report (See attached Form) to the Executive Board, General Board and General Membership. The Annual/End of Year Data Report shall be kept for seven years then shall be destroyed.

Thank you for accepting the Charitable Works Committee Chair!

Opportunities for Charitable Works*

-Children's Village--Children's Quilts

3801 Kern Rd. 509-746-3250 (Nancy Ramsey)

-Cottage in the Meadow- -Quilts all sizes, Fidget Quilts, Chemo scarves

Location temporarily unavailable 509-746-3801 (Carol Loudon)

-Freedom Kits of Yakima (Feminine hygiene pads and holders): -- Sew day volunteers. Donations of flannel, fabrics, & sewing supplies to sell at monthly sales for purchase of non donated items.

Freedomkits@yahoo.com (Lois Dean)

-MultiCare Yakima Memorial Hospital NICU--Quilts 18"x18"; 36"x36" Preferred low contrast fabrics w/flannel back machine quilted; Hearts of flannel; Repositioning Device Covers

2811 Tieton Dr. 509-575-8026. (Carol Loudon)

-North Star Lodge--Chemo Caps in the name of Carol Seibel; Chemo scarves

808 N 39th Av. 509-574-3400. (Nancy Ramsey)

-MultiCare Memorial Breast Center --Ice Bag Covers

1515 W. Yakima Avenue; Phone: 509-574-3863 (Beverly Breitenfeldt)

-Quilts of Valor--Patriotic colors and design quilts

yakima.qov@gmail.com (Lael Loyd)

-Rod's House--Quilts 75"x90"; Food; Cash Donations

Donation Center: 314 Cherry Avenue #119; Hours 12-4pm (Diane Poulin)

-Union Gospel Mission—Oct-Nov-Dec cash donations for meals

1300 N 1st St 509-248-4510. (Charitable Works Committee)

-Voices for Children (Foster Emergency Care): --Buddy Bags (with toiletries, pajamas, socks, underwear, books, toys, and a quilt)

voices@voicesforchildrenyakima.org 509-225-0335. (Linny Cummins)

-YWCA Shelter – all size quilts for their (expanded) shelter clients, Knitted Caps

818 W. Yakima Avenue; Phone: 509-248-7796 (_____)

-YVQG— any donation (thing or money) and time spent on any YVQG activity, event, or project such as the Christmas Stockings, Shoe Box (precut kit) Quilts; etc given on behalf of YVQG

-**Other/Special Request/One Time Project

* The listed Organizations/Agencies/Charities receiving donations have been approved by YVQG General Membership. **The Other/Special Request/One Time Project donations require verification of 501(c) (3) status and Executive Board approval.

Organization address/phone and YVQG member who delivers indicated where known.

-----The suggested sizes needed for charity quilts are as follows:

Children's quilts-- 40"x50" up to 70"x70"; Baby Quilts—36"x36" and crib size 36"x52"; Twin Bed Quilts—75"x90"

YAKIMA VALLEY QUILTERS' GUILD
Member's Charitable Works and/or Donation Data Form

These records are required to fulfill YVQG's Articles of Incorporation 501(c)(3) requirements

Date _____ Name (Person Donating) _____

Number of Items _____ Value of items \$ _____ (Determined by Donee)

Time (Hours) Donated _____. Money spent (attach receipt if applicable) \$ _____

Organizations/Agencies/Charities you have donated to – enter hours or money spent or both:

_____ Buddy Bags

MultiCare Memorial:

_____ Children's Village

_____ Rod's House

_____ Cottage in the Meadow

_____ Freedom Kits

_____ UGM

_____ Neonatal ICU

_____ Quilts of Valor

_____ YWCA

_____ North Star (Cancer Institute)

_____ YVQG

_____ Ohana (Breast Cancer)

_____ Other _____ (Provide Organization Name)

YAKIMA VALLEY QUILTERS' GUILD

Community Service Committee

Report--Charitable Works and/or Donations Data—Report

Monthly _____ or _____ Annual _____

Important to fulfill YVQG's Articles of Incorporation 501(c)(3) requirements.

Date/Month _____ /Day _____ /Yr _____

Number of Persons Donating _____ Number of Items Donated _____

Dollar Amount . . . \$ _____ Time/Hours Donated # _____

Organizations/Agencies/Charities Receiving:

Record Number of times each received a donation

____ YWCA Shelter--Quilts all sizes, Knitted Caps

____ Children's Village--Children's Quilts

____ Cottage in the Meadow- -Quilts all sizes, Fidget Quilts, Chemo scarves

____ Freedom Kits of Yakima--Feminine hygiene pads and holders

____ MultiCare Memorial Hospital NICU--Quilts 18"x18"; 36"x36" Preferred low contrast fabrics w/flannel back and machine quilted; Hearts of flannel; Repositioning Device Covers

____ North Star Lodge--Chemo Caps in the name of Carol Seibel; Chemo scarves

____ MultiCare Memorial Breast Center ('Ohana)--Ice Bag Covers

____ Quilts of Valor (Lael Loyd)--Patriotic colors and design quilts

____ Rod's House--Quilts 75"x90"; Food , Cash Donations

____ Voices for Children: Foster Emergency Care--Buddy Bags (toiletries, pajamas, socks, underwear, books, toys, a quilt)

____ Union Gospel Mission—Oct-Nov-Dec cash donations for meals.

____ **YVQG**—Donations to the Guild; the Christmas Stocking Project; Shoe Box (precut kit) Quilts; or whatever given on behalf of YVQG.

____ **Other/Special Request/One Time Project: Organization Name _____

The listed Organizations/Agencies/Charities receiving donations have been approved by YVQG General Membership.

*YVQG member who delivers the donated items to the Organizations/Agencies/Charities.*The Other/Special Request/One Time Project donations require verification of 501(c) (3) status and Executive Board approval.

Annual Report shall be submitted to YVQG Secretary and Treasurer by December 31st; will be added to YVQG permanent records; and will be maintained for seven years.

YVQG Representative's Signature _____

Data Report Form