

Steers and Emeritus Steers,

From corporate memory:

Yes, a detailed subsidy policy is part of the ASIEs. It was studied, written, and voted on by the steering committee years ago - when Skinner was last on the board - the ASIE says as early as 2005. To change any part of it would take a similar study, rewrite, and vote. No need to reinvent the wheel.

Gwen remembers correctly that we don't pay the whole amount; we need some earnest money. Much as we all like our hands in the works, only one officer and the treasurer is to know the identity of the member in need. The whole committee doesn't discuss the merits of the case. The member in question should be aware of that fact. Confidentiality is the foremost consideration. Would you want to be peeling carrots along side someone who knows you're only at the RG by an act of charity?

Gwen is also right that members contact us; we don't issue a blanket come 'n' giddit. However, if an officer finds out about a valued member in need, she could contact him privately. The rest of the policy still applies.

This Subsidy Policy has nothing whatever to do with individual members, officers or not, paying for another's dues out of their own pockets. I would hope the same spirit of confidentiality would be observed.

Perhaps for an agenda item next steering, a copy of these ASIEs could be given to each officer. Some items may need to be discussed, clarified, crossed out - NOT deleted since the document is a history - and new Actions added. The latest addition seems to be from mid-2011.

My Attach button is screwy, so I've copied it to this email. See ASIE8 and the following document.

Happy reading.
Pat

DAYTON AREA MENSA

ACTIONS STILL IN EFFECT – aka STANDING ORDERS

revised 6-3-2016 – Item #17 added

- 1) Actions Still in Effect (ASIEs) are codified from previous steering committee minutes, officers' reports, LocSecs' columns, and other original source material. Items will be dated and will not expire until voted out by the current steering committee. (*MPULSE* 1/11, p. 6; *MPULSE* 3/11, p. 7; *MPULSE* 4/11, p. 6)

- 2) The title of the DAM newsletter is *MPULSE*. It is written in text with all caps and italicized. Like *Time*, *Newsweek*, and *Life Magazine*, there is no “the” before *MPULSE* in the title or in text. (*MPULSE* 9/05, p. 19)
- 3) Courtesy electronic copies of *MPULSE* are sent to non-DAMs on a case-by-case basis. (*MPULSE* 2/08, p. 5)
- 4) The LocSec has custody of a hard-sided blue briefcase for DAM documents, including but not limited to, DAM bylaws, Robert’s rules of order, ASIEs. This is to be given to the incoming LocSec from the outgoing LocSec. (*MPULSE* 2/10, p. 6; *MPULSE* 3/10, p. 8; *MPULSE* 1/11, p. 6; *MPULSE* 2/11, p. 5)
- 5) A steering committee meeting may proceed with an officer on the phone or other distance communication to make a quorum and conduct business. However, a legal and binding steering committee vote must be face-to-face. (DAM bylaws; *MPULSE* 3/09, p. 7; *MPULSE* 9/10, p. 6)
- 6) A host share of \$20 will be given to the host of the posting party. (*MPULSE* 11/05, p. 9)
 - a) A host share increase to \$25 will be given from DAM general funds to hosts of official DAM functions, i.e., posting party, steering meeting, games night, election party, held at private venues, member homes, and private rented/reserved community rooms. (*MPULSE* 7/06, p. 10; *MPULSE* 4/08, p. 4 & 5; *MPULSE* 5/10, p. 8; *MPULSE* 8/10, p. 6)
 - b) A statement of activity or written/ emailed request will serve as a receipt. (Treasurer’s Handbook, online)
- 7) A New Members Dinner is added to the calendar on a regular basis for all DAMs and guests. As long as the treasury can support it, a coupon for a free meal, excluding alcohol, will be sent to all new members in the membership officer’s routine mailings. This coupon may be redeemed one time at a New Members Dinner or at another DAM restaurant gathering. (*MPULSE* 3/08, p. 6; *MPULSE* 4/08, p. 5)
- 8) A dues subsidy policy explains the nature and procedure for helping members pay their annual dues. This policy is an addendum to these ASIEs. (*MPULSE* 6/05, p. 9; *MPULSE* 3/06, p. 4; *MPULSE* 4/09, p. 7; *MPULSE* 8/11, p. 7)
- 9) The current RG committee is reappointed in January along with all other volunteers and appointed officers. (DAM Bylaws; *MPULSE* 2/08, p. 5; 12/10, p. 5; *MPULSE* 3/11, p. 6)
- 10) Finances of the RG are a part of all DAM finances. Monthly financial statements regarding RG funds will be given to the steering committee treasurer by the RG treasurer. (DAM Bylaws; *MPULSE* 12/10, p. 5; *MPULSE* 3/11, p. 6; *MPULSE* 4/11, p. 6)

- 11) The steering committee will give money from the general fund to the RG committee as needed to produce a quality and entertaining RG. (*MPULSE 2/09*, p. 6; *MPULSE 2/10*, p. 6)
- 12) The steering committee treasurer will make an annual inventory of DAM property. Durable goods owned by the RG are DAM assets. (*MPULSE 2/11*, p. 6; *MPULSE 5/11*, p. 10)
- 13) The steering committee will be apprised of future RG themes before they are publicized to insure that the RG, DAM's face to national Mensa, remains a cornerstone of DAM's good reputation. (*MPULSE 4/09*, p. 6; *MPULSE 4/11*, p. 6)
- 14) Volunteers, including RG volunteers, at official DAM gatherings not held in private homes or venues, who are non-Mensans work under the supervision of Mensans. (*MPULSE 2/10*, p. 6)
- 15) A separate accounting item is set up in the general fund for volunteer recognition and member activities. Seed money was \$82.70 of Dave Swanka's RVC funds for new member activities and an additional \$300 from DAM's general fund. (*MPULSE 1/10*, p. 5; *MPULSE 2/10*, p.5, 6)
- 16) A moderated DAM-announce-list for outgoing messages is created to contact all members with/without subscriptions to DAM-talk. Use will be limited to official business and timely announcements from designated officers. (*MPULSE 3/11*, p. 6; *MPULSE 4 /11*, p. 6)
- 17) The following improvements to financial reporting and transactions are adopted:
 - #1. Label the monthly monies from National as "America Mensa Ltd.
 - #2. A time limit of ninety days is placed on submitting expenses for reimbursement and for cashing DAM checks.
 - #3. When the DAM RG debit card is used, report its usage with detail of purchase, not as "bank charges". (*MPULSE 6/16*, p 6)

Standing Orders Addendum

DAM Dues Subsidy Policy

Problem:

- Some DAM members in good standing are financially unable to pay annual dues. Some DAM members ask for help paying their dues.
- DAM wants to retain members who are assets to the group.

- The dues subsidy program has been in effect for a number of years; new officers need to become familiar with the details.
- The DAM Dues Subsidy Program has no bearing on any unofficial, private decisions by any DAM member to pay any other members' dues.

Scenario:

A member asking for help paying Mensa membership dues should be advised:

Contact any member of the steering committee and explain your situation briefly, e.g., out of work, medical bills, change in family situation. Steering committee contact information is in *MPULSE*.

That officer and *only* that officer will talk with you in person or otherwise and decide, based on your expressed need and your ongoing volunteer activities for DAM and/or Mensa, to ask the steering committee to authorize a check be sent to the National Office whenever you contribute your part, generally 10% of the annual dues, as earnest money that proves your commitment to Mensa/DAM.

Only the officer who talked with you and the treasurer who writes the dues check will know your name or circumstances. The steering committee will determine if funds are available for a dues subsidy.

Essentially, your dues are subsidized by those who pay but don't play.

Details:

Straightforward: Except for the requirement of ongoing (previous, current, and future) service within the member's ability, the program is designed to be simple for the applicant. The time between asking for help and receiving a definite answer should be as short as possible, and the applicant should be kept apprized of the progress. No written application or documentation is needed. The applicant will not show any tax returns or utility bills, divorce or child support settlements, or other means testing. A Mensan's word is sufficient. The officer will determine if the applicant's volunteer efforts are of value. The decision is final for that year.

Confidential: It would be fruitless to give members dues subsidies but make them uncomfortable attending gatherings or doing their volunteer activities where many people know their personal situation. Steering committee officers are likely to be volunteering alongside subsidized members, so for smoother working relationships, these members must feel secure that their identities are limited to two officers. No one will know an applicant's identity except the officer investigating and the treasurer who sends the check to National. This confidentiality extends to applicants who are not given subsidies. The treasurer and recording secretary, with advice from the steering committee, will determine how to itemize the expense. The treasurer will keep confidential records of the subsidies paid out and will advise the officer bringing the request whenever the

applicant is a former recipient. This may or may not influence the officer's decision. The whole committee does not vote on the merits of the applicant; no blackballs; no embarrassment.

Funding: The money for subsidizing dues comes out of the general fund – the monthly distribution from National that is based mostly on the dues paid by DAM members – not from a charity account funded by private donations; thus there are no specific benefactors who might want to keep track of recipients or expect some form of recognition, and a privately funded account balance is not an issue. There will be an unpublished cap on the total amount DAM spends for subsidies; once reached, there will be no more aid given that fiscal year. The amount may vary depending on DAM's financial circumstances. It is expected that most requests for subsidies will be made near renewal time. It would be beneficial to DAM to contact any valuable volunteer whose name appears on the lapsed member list given to the LocSec in May. DAM is not in the loan business; subsidies will not be paid back, and no recipient's offer to repay will be accepted. Recipients might feel disconcerted remembering they owed money every time they peeled a carrot at the RG or attended a DAM gathering.

Rewritten: 4/10/2011 Patricia A Reising

Reviewed: _____

Reviewed: _____

Steers passed an ASIE clarifying that the editor may see to newsletter distribution as he/she sees fit, e.g., including delegating this responsibility to another person. Steering Committee, August 7, 2014.