



Donations Policy

The purpose of this policy and guidelines is to set out in clear terms the conditions under which donations will be accepted by the Embroiderers' Association of Canada, Inc./Association canadienne de broderie, Inc. (EAC/ACB).

Policy

1. Monetary donations may be made to support the aims of EAC/ACB as a not-for-profit educational organization.
2. Gifts other than monetary donations may be offered to EAC/ACB; all such offers are subject to approval by the EAC/ACB Board of Directors (board) unless the gift is to the Heritage Collection, in which case the *EAC/ACB Heritage Collection Policy and Guidelines* applies.

Guidelines

1. Donations – General

All donations shall be accepted on an unconditional basis only and in furtherance of the aims of EAC/ACB as a not-for-profit educational organization.

All donations shall be acknowledged and recorded as such in the financial accounts. Where a donation is made in honour of a member or former member of EAC/ACB, a letter shall also be sent to the honoree or the family of the honoree. In special circumstances, the board may consider an in person visit.

Gifts, whether monetary or non-monetary, made to confer a personal benefit on any member or director shall not be accepted.

2. Donations – Monetary

Monetary donations may be made for any purpose of EAC/ACB; any specified offers are subject to approval by the board. A tax receipt shall be provided to the donor on request.

3. Donations – Non-monetary

With the exception of donations to the EAC/ACB Heritage Collection, all non-monetary donations offered to EAC/ACB are subject to approval by the board.

The criteria for accepting a non-monetary donation include but are not limited to:

1. Books – condition, educational and scholarly value, current absence/inclusion in Leonida Leatherdale Library catalogue
2. Documents – historical importance to EAC/ACB, current absence/inclusion in Archives
3. Teaching materials and design work – historical importance to EAC/ACB, educational

and scholarly value

4. Other non-monetary donations – historical importance to EAC/ACB, current ability of EAC/ACB to maintain and conserve

Once a non-monetary item is accepted as a donation by the board, the property passes absolutely to EAC/ACB. It is understood that EAC/ACB thereafter has the right to dispose of a donated item in any way it sees fit upon a determination that the item is no longer suitable for any EAC/ACB collection.

A tax receipt may be issued at the discretion of the EAC/ACB board for the donation of a non-monetary item to EAC/ACB. The fair market value shall be fixed by one or more assessors agreed to by the donor and EAC/ACB.