

# Shark Tooth Sports Car Club

## Benevolent Committee Charter

Original	2/8/2023
Revised	

### ➤ Mission

- The purpose of the Committee, which through its Chair reports directly to the Shark Tooth Sports Car Club Inc. (“Club”) Board of Directors (“Board”), is to provide direction and assistance:
  - with the identification of organizations, causes and/or individuals that would benefit from a financial contribution from the Club and/or the volunteering of time by its members. In the case of organizations, all such organizations must be registered as a non-profit as designated by the Internal Revenue Service and have received a 501(c) designation.
  - To make monthly recommendations on who should receive any such contribution.

### ➤ Authority

- The authority of the Committee is limited to providing recommendations on who should receive a financial donation, with the maximum monthly donation and the aggregate annual contribution being set by the Club Board for any one fiscal year.

### ➤ Responsibilities

- The responsibilities of the Committee include, but are not limited to the following:
  - a) The on-going assessment of organizations and causes worthy of a donation of time and/or money.
  - b) Only those organizations that are located and/or which benefit those located in the Greater Venice / South Sarasota County will be considered.

- c) Presenting donation recommendations, as often as finances permit, at the Club's monthly meeting.
- Each donation will be made in the name of the Club.
  - No one single contribution shall exceed the limit set by the Club Board for that year. It is permissible for an organization to receive two (2) donations per year.
  - As often as possible, but not required, if the benefactor is eligible to receive a matching donation, the Committee will make the contribution in such a way that it maximizes the aggregate donation, subject to the rules, limitations and restrictions set forth by said matching organization.
- d) Arranging for a \$1,000 scholarship to be awarded annually through the Venice Rotary Club to a Venice High School graduate who will be majoring in automotive mechanics or some other automotive related field of study and who will be attending either the Sarasota County Technical Institute (STC), or some other technical school. Students going on to college who will be majoring in an automotive related engineering field of study will also be considered. The selection will be left to the Rotary Club.
- e) Proposing an annual spend plan to the Club Board for incorporation into the Club's Annual Operating Budget.

➤ **Composition**

- The Club Board will appoint a Chair, with the Chair selecting committee members, subject to the approval of the Club Board with such approval not to be unreasonably withheld.
- The Committee, including its Chair, should consist of an odd number of members with the committee size generally not numbering more than five (5) members.
- The Chair, along with committee members can be removed by a majority vote of the Club Board at will.
- The Committee can be terminated by a majority vote of the Club Board for cause.

➤ **Frequency of Meetings**

- The Committee will meet as often as the Committee Chair deems it necessary to meet and/or as requested by the Club Board.

➤ **Minutes**

- Meeting minutes will be recorded for each meeting in which there is a quorum of Committee members in attendance. These minutes are to be presented to the Club Secretary for record keeping, with copies distributed to the Club Board as part of the Committee Board Report.

➤ **Reporting**

- The Committee will submit a report monthly at the Club membership meeting or more often if and when requested by the Club Board relating to the undertaking and completion of activities. Reports are to be submitted to the Board 72 hours prior to the Membership meeting to allow the Board time to review and consider the report.
- An article summarizing the Committee's activities shall be prepared by the Committee Chair and included in the 1<sup>st</sup> Quarter (January 1) edition of *Shark Bites*. The Committee may also be asked to provide articles as warranted for inclusion in other editions.