

# Sonoran Arts League

## New Procedures for Recording Volunteer Hours

As per the League Board Policy regarding volunteer hours the new volunteer hour year begins today, November 29, 2011. Each volunteer hour year begins the second day after the last day of HITH to allow for hours collecting signs the day after HITH to be counted for that year. **The 2012 volunteer hour year will run from Tuesday, Nov. 29, 2011 to Nov. 26, 2012**

1. This new volunteer year the new volunteer hour policy comes into full effect. As such, any member who participates in a League event that provides an opportunity for monetary gain on the part of the member requires serving or purchasing eight volunteer hours.

a. As of now the events that are deemed to provide monetary gain are the following:

- i. Festival of Fine Art
- ii. Taste of Cave Creek Art Exhibit
- iii. Hidden in the Hills
- iv. Small Works

b. Exhibits in the bank, library, Holland Center do not require volunteer hours

2. Members who participate in one or all of the events that provide monetary gain are required to serve or purchase (\$25 per hour) eight hours.

3. No member is required to serve more than eight hours no matter how many of the events they participate in during the volunteer hour year.

As has been discussed in the past, our online volunteer hour log is not user friendly software. Some of our members breeze right through using the program

to record and monitor their hours while others find the software impossible at best. **As a result, the League Board is dropping the use of the online volunteer log for members recording their required volunteer hours.**

1. Instead members will be asked to send an e-mail to Karen Budan at karen@karenbudanfineart.com whenever hours are served providing the following information:

Name

Date volunteer hours were served

Activity

Number of hours served

2. Members may send an e-mail after each event volunteer hours are served or send them in one e-mail at the end of each month

3. Karen will keep a spreadsheet for hours served or purchased by members

4. A reminder e-mail will be sent each month to remind members to send their volunteer hours for recording.