

## Friends of North Huron Museum Draft Policy, 2014 (Updated January, 2016)

The Friends of North Huron Museum is a non-profit organization of volunteers who aim to assist and support the North Huron Museum. It was started in the spring of 2009.

### **1. General Principles**

The Friends of North Huron Museum aim to:

Assist and support the curator of the North Huron Museum with:

- Establishing closer ties between the North Huron Museum and its surrounding community
- Promoting knowledge of and interest in the functions and resources of the North Huron Museum
- Assisting in raising funds for special projects for the artifacts, archives and programs of the North Huron Museum
- Establishing permanent and temporary exhibits and displays

Friends of North Huron Museum will abide by all North Huron policies including the North Huron Museum Policy (as approved, 2001).

Friends of North Huron Museum are accountable to .....

All funds raised by the Friends and all items purchased with these funds are the property of North Huron Museum. Funds may be used to enhance services and programs.

All money from fundraising efforts will be handled by the Friends of North Huron volunteers.

### **2. Ongoing Responsibilities**

Friends of North Huron Museum meet throughout the year as needed.

An annual report shall be forwarded to the Municipality of North Huron at the end of the calendar year. The report shall include a financial statement. (Kathy?)

Minutes and volunteer hours are prepared and filed on a regular basis.

Friends of North Huron Museum may set their own terms of reference, goals and objectives so long as they do not conflict with the North Huron Museum Policy (2001).

All Friends of North Huron Museum are required to have a current police check.  
(Timeline for this?)

### **3. Disbanding**

If the Friends cannot fulfill the policy requirements and/or the decision to disband is reached by the group, then the group may disband.

**DRAFT**

In order to disband, the group needs to send a "Letter of Intent" to the municipality and submit financial documents for the previous year and transfer assets to the Township of North Huron. The group must show proof to the municipality the Friends' account is no longer active.

North Huron Council has the right to require a Friends group to disband at any time should they be found in contravention of the policies and procedures of the North Huron Museum Policy or North Huron Council.

This policy may be reviewed and updated as needed.