

## Master Gardener Volunteer Memorial Policy

### Memorial Gift designated by Advisory Committee:

Upon the death of a Master Gardener Volunteer or member of their immediate family (spouse, parent, or children), a memorial gift from Master Gardener Volunteer funds may be made. Such gifts shall be in the range of \$25, and will be for the purchase of books for the MGV library or other appropriate items as selected and agreed upon by the officers and members in attendance at a regular monthly MGV meeting.

### Procedure:

At a regular monthly MGV meeting, the motion is raised to create a specific memorial, seconded, and voted. The Secretary will purchase the item, turn in the receipt to the Treasurer, and receive reimbursement. An appropriate label or signage shall be attached to the item, and the item placed in designated location. A letter to inform next of kin is written by the Secretary as appropriate. The MGV newsletter Chair should then be notified.

Adopted August 1999

Revised November 2008