

## **Bereavement Procedures**

Although sad to comprehend, members of Maye River Quilt Guild will sometimes pass away while members. The natural reaction is for us to declare, as a group, our sympathy with family members. This policy is meant to provide guidance as to how the guild will respond to deaths of our current members and their family members so as to do it in an equitable manner.

- In the event a current member or the spouse of a current member dies, the Board will ensure:
  - the Secretary sends a sympathy card to the nearest family member possible (the member, the spouse, child or sibling) and;
  - will determine which of the following is appropriate:
    - Sending a plant or flowers for the funeral service or
    - Making a donation to an appropriate organization that the family designates or that the Guild knows the member had an interest in.
- The Board will recommend an amount for the flowers or the donation and appoint an officer to ensure it is accomplished.
- The Treasurer should ensure that this possibility is included in the budget.
- In the event the child of a current member passes away, and the Board becomes aware of it, the Board will ensure the Secretary sends a sympathy card to the member.

Approved by Guild Board June 20, 2017