

VOLUNTEER/DEMONSTRATION HOURS IOLI

RETURN DEADLINE THE 4th WEEK OF MAY



Fill in all hours listed **that you have a record for**. Please report the hours for the full year, do not stress about categories, you can always combine under other . (Jan. 1st to Dec 31st ; or Apr 1st to Mar 31st & so on) It does not matter what months you count just as long as they do not overlap from one reporting year to the next. Report hours that no monetary amount has been received by participant.

Charter Chapter, Group or Individual: L.A.C.E. : Lacemakers & Collectors Exchange, Clarendon Hills, IL

For period beginning Jan 1, _____ and ending Dec. 31, _____

Activity	Hours
1. Demonstrating lace	
2. Teaching	
3. Programs i.e. lectures, exhibits etc.	
4. Identifying, cataloging, and care of lace for museums etc.	
5. Writing, editing, publishing for local, national & international lace magazines/bulletins, books, press releases, promotional materials, including website & social media management	
6. Local and national IOLI leadership including convention	
7. Making lace for donations or other service projects	
8. Preparation time preceding and wrap-up following event including selection of lace for exhibits and lace study for lesson or program development	
9. Travel time to and from event	
10. Other (anything not covered above)/convention	
TOTAL	

EMAIL TO: canada@internationalorganizationoflace or pamglew@rogers.com

INTRODUCTION:

I.O.L.I. is a Federally designated non-profit organization. It depends on its members to promote lace and lacemaking. I.O.L.I. has the ability and opportunity to report the volunteer hours to corroborate our non-profit status in its annual audit. We have recently begun to recognize those chartered chapters with exceptional hours of volunteering on behalf of lacemaking. For these reasons, we have created a Policy on Volunteering and Procedures for reporting to I.O.L.I.

Policy for I.O.L.I. Volunteer Hours

The mission of the International Organization of Lace, Inc., as stated in the bylaws, is:

The objectives of the I.O.L.I. shall be to promote interest in the fine old laces, to preserve fine laces for posterity, to study the history and characteristics of lace, to teach and promote lacemaking and lace identification, to promote and encourage lace exhibits, and to encourage museums that own lace collections to exhibit their collections and make them generally available for viewing by the public at large.

Any unpaid time spent to meet these objectives shall be considered volunteering on behalf of I.O.L.I.

Time spent in preparation, travel and set up for any of these activities may be included. Paid hours or events are not to be included. (Reimbursement for expenses such as travel or meals are not considered paid hours.)

Charter Chapters must record the hours spent volunteering during a year. I.O.L.I. members not affiliated with a chartered chapter and non-charter chapters may also provide their annual volunteer hours.

Questions: Studying laces included in the volunteer hours? *If for the purpose of teaching or presenting a program as a volunteer, yes.*

Non US members included in the volunteer hours? *Yes. If someone from another country is volunteering on behalf of lace, they are still promoting the goals of IOLI*

Quarterly collection? *This can be part of the Regional Directors decision. As long as the data is submitted to the Vice President in early June.*

PROCEDURES:

The I.O.L.I. Regional Directors will be responsible for collecting their region's annual volunteer hours. (After the first year, maintain the same year for future reports.) The Regional Directors will then send a compiled list to the I.O.L.I. Vice-President. The Vice-president will combine all the regional spreadsheets and send them to the Treasurer who will be able to compile a complete list for later inclusion in the annual audit.