

# VOLUNTEER / DEMONSTRATION HOURS IOLI

## RETURN DEADLINE THE 1<sup>st</sup> WEEK OF May



Fill in all hours listed that you have a record for. Please report the hours for the full year. (January 1<sup>st</sup> to Dec 31<sup>st</sup> ; or April 1<sup>st</sup> to March 31<sup>st</sup> and 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 all hours that no monetary amount has been received for participation.

Name \_\_\_\_\_ Date \_\_\_\_\_

1. Demonstrating lace \_\_\_\_\_
2. Travel time involved to and from event \_\_\_\_\_
3. Preparation time preceding event \_\_\_\_\_
4. Gratis teaching \_\_\_\_\_
5. Programs presented i.e. lectures exhibits etc. \_\_\_\_\_

TOTAL: \_\_\_\_\_

6. All other hours that promote lace as stated in the IOLI Bylaws: ARTICLE II: Purpose and Objectives; Section 2

TYPE OF HOURS: List what the hours consisted of and number.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

TOTAL: \_\_\_\_\_

SEND OR EMAIL TO: I.O.L.I. Regional Director Sally Olsen  
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Cedar Rapids, Iowa 52403-3710  
email: [usanorth@internationalorganizationoflace.org](mailto:usanorth@internationalorganizationoflace.org)

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### 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 maintain and 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 may also provide their annual volunteer hours.**

Questions: Studying laces included in the volunteer hours? *If for the purpose of teaching as a volunteer, yes. Example are volunteer firefighters. They must attend classes in order to perform the tasks of a fireman. They are unpaid for their services.*

Non US members included in the volunteer hours? *Yes. If someone from another country is volunteering on our behalf, they are still promoting the goals of IOLI Think of the Red Cross or a similar global organization. I am sure they have foreign volunteers.*

Quarterly collection? *This can be part of the Regional Directors decision. As long as the data is submitted to the Treasurer by the audit deadline.*

### 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. President and the I.O.L.I. Treasurer. The Treasurer will be able to compile a complete list for later inclusion in the annual audit.