



T E N N E S S E E  
VOLUNTARY ORGANIZATIONS  
ACTIVE IN DISASTER • VOAD

CITIZEN TO CITIZEN

DISPERSMENT POLICY

13 February 2003

The following policy will be used by the Executive Board for the dispersment of monies from Citizen To Citizen, INC.

1. ~~Seed~~ money will be given <sup>TO</sup> an Unmet Needs Committee on a "if needed" bases. *PERSONAL NEEDS & NOT ADMINISTRATIVE*
2. The VOAD Liaison has the authority to approve specific funds. (Those earmarked for a particular county or disaster.
3. Request for a victims needs will be presented to the Executive Board on a case by case study by the VOAD Liaison when money is being requested outside of the framework of normal channels.
4. If additional money is needed after an Unmet Needs Committee "Stands Down" requests will be studied using past records of the persons case. *if available*
5. All members viewing cases will keep confidentiality.
6. The Board of Directors shall have the authority to terminate the Corporation at any time. In such an event the monies will be dispersed to any existing Unmet Needs Committee. And all monies will be used exclusively for charitable purposes.

*Recommend that records be kept for a period of 3 yrs*

END

INTENT TO MAKE A CHANGE IN THE VOAD BY-LAW

ARTICLE VI            OFFICERS

SECTION 6-2            The vacancy of a seat in any office may be filled by the appointment of a new officer by the Board of Directors for the remainder of the unexpired term, provided that such appointment is ratified by the members at the next meeting, or by ballot.

These are the changes that were made at the meeting pertaining to a vacancy of office.

This will be sent out again two weeks before our next meeting in November the 13 th.

Richard