



MAMSS Gift, Donation & Charitable Giving Policy

Honoring a Member

It is the policy of the Massachusetts Association of Medical Staff Services (MAMSS) to provide charitable donations for the purpose of supporting, remembering or otherwise honoring a MAMSS member in good standing:

1. As budget permits
2. Not to exceed \$100 per donation
3. With documentation (i.e. – published notice, written notification from colleague)
4. Within an established yearly budget

Donations will only be made to established charitable organizations (i.e. – American Heart Association) or established trusts/funds/bank accounts. Donations will not be made directly to a member or relative of a member; donations will only be provided to an established third- party managing such organizations or accounts.

Gifts of Kindness

MAMSS may provide gifts of kindness (i.e. – flowers, baskets) in times of serious illness or loss directly to MAMSS members in good standing:

1. As budget permits
2. Not to exceed \$75 per gift
3. With documentation (i.e. – published notice, notification from colleague)
4. Within an established yearly budget

Charitable Donations

A charitable donation may be made in honor of a speaker, faculty member or other, in appreciation for their support and assistance to the membership and the profession:

1. As budget permits
2. Not to exceed \$500 per gift
3. With documentation (i.e. – request from individual or organization)
4. Within an established yearly budget

Donations will only be made to established charitable organizations (i.e. – American Heart Association) or established trusts/funds/bank accounts. Donations will not be made directly to a member or relative of a member; donations will only be provided to an established third- party managing such organizations or accounts.

Budget Guidelines

At the start of the calendar year, the MAMSS Treasurer shall establish a budget for donations/charitable giving, based on current funds available, not to exceed \$1000. Funds

for giving will be withdrawn from this budget as needed over the course of the year, with each request needing approval from the majority of the MAMSS Board of Directors, until a.) the start of the next new calendar year, or b.) the funds from the yearly budget are depleted. No MAMSS member may benefit from more than one donation or gift in a calendar year.

Gift Giving for Board Positions

A gift may be bestowed upon any elected MAMSS Board Member as follows:

- President, at the end of their President term
- Secretary, completing 3 consecutive 2 year terms, fully
- Treasurer, completing 3 consecutive 2 year terms, fully

A gift may be bestowed to any appointed MAMSS Board Member serving 6 full consecutive years, if approved by majority vote of the elected members of the Board. Any gift made to an elected or appointed MAMSS leader shall not exceed \$200.00.

Policy Initiated by Board: 3/2014

Policy Amended & Approved by Board: 11/2016, 1/2017