



POLICY REGISTER

February 8, 2026

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MISSION STATEMENT, VISION, AND GENERAL POLICIES

1. MISSION STATEMENT

As a member organization of the International Gay Bowling Organization (IGBO), in concert with their mission, GALA Bowling League, Inc. (GBL) (the “Corporation” or simply “GALA Bowling League”) is established as a nonprofit, charitable organization promoting competitive co-ed recreational bowling. GALA Bowling League has been created with the LGBTQIA+ community in mind, but we welcome all bowlers regardless of sexual orientation or gender identity. All skill levels are encouraged to participate, play, and volunteer. GALA Bowling League is committed to delivering a welcoming and inclusive environment with all our activities including bowling, and giving back to the community through educational, outreach, volunteer, and community service activities.

Through bowling, GALA Bowling League fosters an environment where LGBTQIA+ people can:

- Learn about and participate in a competitive and friendly team sport environment,
- Be both competitive and social in a safe and inclusive environment on and off the lane,
- Build friendships and develop a social support system amongst LGBTQIA+ and allied teammates,
- Share our values with all,
- Create opportunities for healthy exercise for participants,
- Volunteer in various capacities at different community service events, and
- Promote education and awareness of sexual health topics, including HIV/AIDS prevention and treatment.

2. VISION

GALA Bowling League’s vision is to create a safe and inclusive environment where people, regardless of sexual orientation or gender identity, can participate in a competitive and friendly team sport, develop a social support system, and build lifelong friendships. In addition to bowling, GALA Bowling League will engage other area nonprofit organizations to donate time and resources to improve the lives of LGTBQIA+ people in the greater Rhode Island and New England area.

3. SUPPORTING AGENDA FOR VISION

Promote the game of competitive recreational co-ed bowling throughout LGBTQIA+ communities in the state of Rhode Island and surrounding areas. GALA Bowling League embraces the notion of community by building a spirit of teamwork, camaraderie, and volunteerism to enrich the lives of all persons involved in our league.

Our organization will:

- Expand participation through outreach and marketing in Rhode Island and surrounding areas,
- Pursue new heights in the sport and in LGBTQIA+ sports broadly, on the lane and off,
- Strike balance between competitiveness and camaraderie, and
- Offer an inclusive, safe, welcoming environment for all people regardless of sexual orientation or gender identity.

4. GBL CHARITY FUND POLICY

4.1. Policy Statement. GALA Bowling League is committed to supporting nonprofit organizations serving the LGBTQIA+ community through charitable giving and responsible fundraising activities. The Corporation will conduct such activities in a manner that is transparent, consistent with its mission and governing documents, and compliant with applicable federal and state law.

4.2. Purpose. The purpose of this policy is to establish standards and procedures governing the Corporation’s charitable fundraising activities and the distribution of charitable funds, including the use and administration of the GBL Charity Fund.

4.3. Charitable Purpose. The Corporation shall support nonprofit organizations serving the LGBTQIA+ community through charitable contributions made in furtherance of the Corporation’s charitable purposes.

4.4. Selection of Recipient Organizations. The recipient of donations shall be determined by a majority vote of the Board of Directors present at a duly called meeting.

- 4.5. Fundraising Activities.** To support its charitable giving, the Corporation may, in compliance with applicable federal and state law and the Corporation's own policies:
- Accept voluntary donations,
 - Conduct raffles as permitted by law, and
 - Sponsor or organize tournaments and other skill-based competitions.
- 4.6. Charity Fund.** Proceeds from fundraising activities shall be deposited into the Corporation's bank account for the GBL Charity Fund, which shall be maintained as a segregated fund for charitable contributions.
- 4.7. Authorization of Charitable Disbursements.** Donations may be made from the GBL Charity Fund in any amount and at any time, as approved by a majority vote of the Board of Directors.
- 4.8. Special Charitable Donations.** In the event of the death of a current or former Member, or the death of an immediate family member of a current Member, the Corporation shall make a special charitable donation in the amount of \$100.00 from the GBL Charity Fund to an appropriate charitable organization, as determined by the Board of Directors.

5. NON-DISCRIMINATION POLICY

It is a fundamental principle of GALA Bowling League that all social and athletic activities are to be inclusive in nature and that no person shall be excluded from participating based on sexual orientation, gender, gender identity or expression, race, religion or creed, nationality, ethnic origin, political beliefs, athletic ability, physical challenge, HIV status, veteran status, genetic information, age, or citizenship status. The Corporation promotes gender inclusion by allowing bowlers to self-identify gender.

6. CODE OF CONDUCT AND SOCIAL BEHAVIOR POLICY

As a group of LGBTQIA+ members and straight allies, we should be responsible to the issues of excessive drinking and disruptive, unacceptable behaviors. Behavioral issues that are a risk to other bowlers will not be tolerated.

The GALA Bowling League (GBL) is comprised of participants with diverse temperaments, skills, interests, identities, and backgrounds — yet we join together to create a unique community and organization. This Code of Conduct outlines the basic expectations of behavior and play for all league participants, to ensure our activities remain safe and enjoyable for all. For the purposes of this policy, participants of the GBL include all players, vendors, and spectators. GBL sponsored activities include, but are not limited to, scheduled games, tournaments, post-game gatherings, or other GBL advertised parties and events. By attending a GBL game, tournament, or event, you agree to abide by this Code of Conduct. Any participant who does not abide by this Code of Conduct will be ejected and subject to further action at the Board of Director's discretion.

Harassment is any improper or unwelcome conduct that might reasonably be expected or be perceived to cause offense or humiliation to another person. Harassment in any form because of gender, gender identity and expression, sexual orientation, physical ability, physical appearance, ethnicity, race, national origin, political affiliation, age, religion, or any other reason is prohibited at any GBL sponsored activities. Sexual harassment is a specific type of prohibited conduct. Sexual harassment is any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation. Sexual harassment may involve any conduct of a verbal, nonverbal or physical nature, including written and electronic communications, and may occur between persons of the same or different genders. Harassment and sexual harassment are particularly serious when committed against children (persons under the age of 18) or other persons in a position of vulnerability. Conduct should always be supportive of the mission statement of the GBL and shall follow the guidelines set forth in the GBL Bylaws and GBL Policy Register.

All participants shall treat fellow participants, the neighborhood, and the community in a positive, sportsmanlike, and respectful manner while at any GBL sponsored activities. No participant shall fight or otherwise contact another participant in an aggressive manner while at any GBL sponsored activities. No participant shall engage in objectionable demonstrations of dissent, unsportsmanlike conduct, taunting, or other disrespectful behavior while at any GBL sponsored activities. No participant shall play bowling in any condition that would be a danger to themselves, or to any other player, official, and/or bystander. This provision includes, but is not limited to, physical and/or mental impairment of any kind. A violation of this paragraph may lead to immediate expulsion from competition and will be referred to the Board of Directors for further consideration. All participants agree to abide by the USBC Rule Book (including any local league modifications). Any participant who deliberately and/or repeatedly violates our rules or Code of Conduct or engages in

play or behavior that our game or league officials determine to be dangerous to oneself or others, will be ejected from play and referred to the Board of Directors for further consideration. This Code of Conduct will be enforced by the Board of Directors (i.e., Officers and Directors), though we also ask all participants to hold one another accountable to our Code of Conduct.

7. TOURNAMENTS AND SKILL-BASED COMPETITIONS POLICY

- 7.1. Policy Statement.** GALA Bowling League is committed to conducting tournaments and other competitions in a manner that is fair, transparent, and consistent with its charitable and recreational purposes. The Corporation will organize or sponsor only those competitions that are based predominantly on skill, ability, or performance, and will not conduct or promote gambling, lotteries, or games of chance. Participation in such competitions may include an entry fee, a portion of which may be treated as a voluntary donation to support the Corporation's charitable mission.
- 7.2. Purpose.** The purpose of this policy is to establish guidelines for skill-based competitions conducted by the Corporation in which participants may receive prizes and in which a portion of entry fees may be retained by the Corporation for charitable or programmatic purposes.
- 7.3. Definition of Skill-Based Competition.** A skill-based competition is one in which outcomes are determined predominantly by the knowledge, skill, ability, or performance of participants, rather than by chance.
- 7.4. Entry Fees and Voluntary Donations.** Entry fees and voluntary donations shall comply with the following:
- Competitions may require an entry fee, which may be used only to cover the direct or indirect costs associated with the competition, or as a voluntary donation for charitable or program-related purposes.
 - Participants shall be informed in advance that a portion of the entry fee may be retained by the Corporation as a voluntary donation for charitable or program-related purposes.
 - Entry fees are not wagers or bets, and participation does not guarantee a prize.
 - The charitable portion of entry fees shall be used to further the Corporation's mission and shall be consistent with the Corporation's charitable and recreational purposes.
- 7.5. Prizes and Awards.**
- 7.5.1. General.** Prizes and awards shall comply with the following general requirements:
- Prizes may include cash, gift cards, merchandise, entry credits, or other items of nominal or moderate value.
 - Eligibility to receive a prize shall be conditioned upon meeting clearly defined, objective, skill-based performance requirements (e.g., knocking down a certain number of pins, achieving a minimum score, or meeting another established performance threshold).
 - If no participant meets the stated skill-based requirement, no prize shall be awarded for that competition. Any prize amount designated for that competition may, at the Corporation's discretion and if disclosed in advance, be retained by the Corporation or carried forward to a subsequent skill-based competition, provided that eligibility to win in any future competition remains contingent upon meeting the applicable skill-based performance requirements.
- 7.5.2. Rolling Prize Pools.** Certain skill-based competitions may utilize a rolling prize pool, in which all or a portion of a designated prize amount carries forward to subsequent competitions if no participant meets the stated skill-based performance requirements. Rolling prize pools must be disclosed to participants in advance and will remain subject to this policy, including the requirement that any prize awarded is based predominantly on skill and not chance. The existence of a rolling prize pool does not guarantee that a prize will be awarded at any particular competition. Participation in a skill-based competition does not increase a participant's odds of winning future competitions, regardless of the existence of a rolling prize pool.
- 7.6. Fairness and Administration.** Rules governing each competition shall be established in advance and applied uniformly to all participants. The Corporation reserves the right to disqualify participants for rule violations, unsportsmanlike conduct, or attempts to manipulate outcomes. Decisions regarding scoring, rankings, and prize awards made in good faith by competition officials shall be final.
- 7.7. Legal Compliance.** The Corporation shall not conduct raffles, lotteries, bingo, or other games of chance requiring licensure, registration or approval under state law unless expressly authorized and conducted in accordance with

applicable law. All competitions covered by this policy are intended to be skill-based and administered in compliance with applicable federal, state, and local laws.

- 7.8. Tax Responsibility.** Participants are solely responsible for any tax obligations associated with prizes or awards they receive. The Corporation may issue required tax reporting forms when applicable.
- 7.9. Board-Approved Competition Rules.** The Board of Directors shall have authority to establish, approve, and revise official rules for specific tournaments and skill-based competitions conducted by the Corporation. Such rules shall clearly define eligibility, skill-based performance requirements, entry fees, prize structure, rollover provisions (if any), and administration procedures. All competitions must be conducted in accordance with Board-approved rules consistent with this policy. Any competition not conducted in accordance with such rules shall be deemed void, and no prize will be awarded.
- 7.10. Oversight.** This policy shall be administered by the Board of Directors or its designee and may be amended or suspended at any time to ensure compliance with law or organizational needs.

GAMEPLAY AND SPORTING POLICIES

1. GENERAL

- 1.1. **Rules.** The Corporation shall follow the current United States Bowling Congress (USBC) *Playing Rules*, except where otherwise provided in these policies or the Bylaws.
- 1.2. **Types of Bowlers.** Members may register as one (1) of the following types of bowlers. As used in these Policies, the term “bowler” or “bowlers” shall refer to one or more of the following categories, as applicable to the context.
 - (a) **Regular Bowler.** A Regular Bowler is a Member who regularly bowls during the season and who is listed on a team’s roster. This classification is further described in the Bylaws.
 - (b) **Substitute.** A Substitute is a Member who bowls for a team in place of an absent bowler (i.e., not at full playing strength), another Substitute or a team with an incomplete roster. A Substitute’s scores count for the games bowled in accordance with the USBC *Playing Rules*. A Substitute is not listed on a team’s roster. A Substitute must be sanctioned with both USBC and IGBO. This classification is further described in the Bylaws.
 - (c) **Pacer.** A Pacer is a Member who bowls to fill in to balance the rotation of the teams. A Pacer’s scores do not count (i.e., they are bowling just for fun). A Pacer is not listed on a team’s roster and may bowl only on occasion during the Season. A Pacer does not have to be sanctioned with USBC or IGBO (the International Gay Bowling Organization). This classification is further described in the Bylaws.
- 1.3. **Protests or Disputes.** Any protests or disputes involving these policies, including the USBC *Playing Rules*, shall first be decided by the Board of Directors in accordance with the USBC *Playing Rules*. Members may appeal the decision of the Board of Directors to the local association or USBC headquarters in accordance with the procedures described in the USBC *Playing Rules*.

2. ROSTER, LINEUP, AND PLAYING STRENGTH

- 2.1. **Roster.** A roster must have a minimum of two (2) Regular Bowlers, and a complete roster is made up of four (4) Regular Bowlers. One (1) of these Regular Bowlers is designated by their team as the team’s Captain. The Captain shall be reported to the Directors and Officers at the Organizational Meeting, or prior to the beginning of each Season.
- 2.2. **Legal Lineup.** A legal lineup (i.e., the minimum number of bowlers needed in the lineup) consists of at least one (1) Regular Bowler listed on a team’s roster who is present to complete the first frame of any game. A team also has a legal lineup if at least one (1) Regular Bowler listed on a team’s roster has pre-bowled for that game.
- 2.3. **Playing Strength.** Full playing strength (i.e., the maximum number of bowlers allowed in the lineup) is four (4) bowlers and may include the Regular Bowlers listed on the team’s roster (including any bowler that has pre-bowled) and, for a particular game, any Substitutes bowling with the team. A Pacer may bowl for a team not at full playing strength or may bowl for a team at full playing strength, provided that the team has no more than four (4) people physically bowling (i.e., a Pacer may bowl on a team with a lineup four (4) bowlers, if one (1) bowler on the team has pre-bowled and is not physically bowling).

3. CAPTAINS

- 3.1. **General Responsibilities and Rights.** Each Captain’s main role is to be a point of contact for communication between the Directors, Officers, and their team. Captains do not have any additional voting rights beyond that of a Member entitled to vote and are not entitled to receive compensation for their services.
- 3.2. **Weekly Payment Slip.** Each week on each team’s table there will be an envelope with the respective team’s name on it that includes a weekly payment slip inside reflecting each bowler’s outstanding balance. Captains are responsible for filling out the weekly payment slip (i.e., writing how much each bowler paid that week next to their name), verifying its accuracy, and ensuring it’s delivered to the Treasurer, along with their team’s payments, before the end of their first game. Captains do not need to write on the envelope, only the weekly payment slip. If the team’s Captain is absent, another team member must fulfill these responsibilities for that week.

- 3.3. Etiquette Enforcement.** Captains shall be responsible for instructing and enforcing the bowling etiquette of their team members and their guests. As a courtesy, Captains shall also inform the opposing team and/or an Officer if their entire team is pre-bowling that week.

4. WEEKLY LEAGUE FEE COLLECTION

Each week on each team's table there will be an envelope with the respective team's name on it that includes a weekly payment slip inside reflecting each bowler's outstanding balance. Bowlers should provide their payment to their Captain, who will complete the weekly payment slip. If the team's Captain is absent, another bowler must fulfill these responsibilities for that week.

5. LEAGUE AVERAGES

Any new bowler who does not have a USBC sanctioned book average must establish an entering league average based on a minimum of three games bowled during their first week of league bowling. Any new bowler with a USBC sanctioned book average must show proof of that average with their local association's average book. Returning bowlers shall use the previous season's final average as their entering average and shall establish a current average after bowling three games in the new season. All averages shall be updated weekly through the end of the season.

6. HANDICAPS

Handicaps shall be calculated as 90% of the difference between the bowler's average and 230. If the bowler's average is 230 or more, then no handicap will be provided. The team handicap shall be the sum of the individual bowlers' handicaps and any vacancy handicaps. For example, a bowler with an average of 100 would have a handicap of 117 $[(230 - 100 = 130) \times 90\% = 117]$.

7. VACANCY

Teams without a complete roster, may use a vacancy bowler(s) and a score(s) of 150 for each vacancy on their team.

8. GAMES

The Corporation shall bowl three (3) games weekly, with one (1) point awarded to a team for each game won, plus one (1) point to a team for total pins, for a total of four (4) points awarded each week. Any ties shall be scored as one-half point. A team must have a legal lineup to win points. The team opposing a team without a legal lineup must bowl within 100 pins of their team's average to win points for that game and within 300 pins of their team's average to win one (1) point for total pins. If the opposing team does not bowl within 100 pins of their team's average for a game or within 300 pins of their team's average for total pins, no points will be awarded for those games.

9. ABSENTEE SCORES

When a roster bowler is absent from a scheduled shift and no Substitute is provided, the team shall use a score of the bowler's average minus ten (10) pins, for each game. If an entire team is absent from the shift, that team shall forfeit all four (4) points regardless of the actual outcome.

10. POSTPONEMENTS

The Officers shall determine what is sufficient cause to grant a postponement or cancellation of a scheduled bowling shift (snowstorm, flooding, etc.). In such an event, the Officers shall contact the Captains, and they in turn shall contact their team members.

11. TARDY BOWLERS

A bowler who arrives late to a scheduled shift may enter a game provided that three (3) full frames of the opposing team's first game have not been completed. If a bowler arrives after three (3) full frames have been played, a Substitute who may have bowled in their place may complete that game only. If no Substitute was assigned for the absent spot, then a blind score (the absent bowler's average score minus ten (10) pins) must be entered for that game.

12. REPLACEMENT OF A TEAM MEMBER

If a bowler is absent for three (3) consecutive weeks, has not pre-bowled, and has not notified their Captain or an Officer, that bowler will be removed from their team and placed on the Substitute list. The team that they have vacated will be allowed to replace the removed bowler beginning the fourth consecutive week.

13. PLAYOFFS

All playoffs shall be established by the Officers. A majority of team members (minimum two (2) players, vacancies do not count) from both teams must be physically present (i.e., pre-bowling does not count). No Substitutes will be permitted. In the event of a tie for league championship, a one game roll-off will be bowled on that night to determine the league champion.

14. BOWLING ENVIRONMENT

There shall be no food or beverages permitted in the approach or well areas of the lanes.

15. BOWLING ETIQUETTE

Bowlers on the right shall always have the right-of-way to bowl their frame. No bowler may be on the approach if they are not bowling. Non-bowlers are not allowed in the approach or well areas of the lanes. Talking or yelling to a bowler on the approach will not be tolerated.

16. FOUL LIGHTS

Foul lights shall be used by the Corporation. Any discrepancy with foul lights shall be determined by a plurality vote of the team members involved.

17. PRE-BOWLING

17.1. Individual. If a Regular Bowler, Director, or Officer is aware that they will be away for a scheduled shift, they may pre-bowl for that night. Pre-bowling shall be limited to a maximum of six (6) weeks of the Season and may include up to three (3) consecutive weeks. Exceptions to this rule may be approved by the Officers for valid reasons.

17.2. Team. An entire team may pre-bowl for any given scheduled shift, however, as a courtesy, the opposing team should be informed about it, either through its Captain, or an Officer.

17.3. Payment. Members, Directors, and Officers should not pay East Providence Lanes (EPL) (i.e., the bowling center) for pre-bowling, but they should pay the Treasurer for the bowling shift(s) missed the next time they attend a regular bowling shift.

17.4. Notice. All Members, Directors, and Officers seeking to pre-bowl are asked to contact EPL prior to bowling to see if lanes are available.

BOARD OF DIRECTORS DUTIES AND RESPONSIBILITIES

1. DUTIES AND RESPONSIBILITIES OF STANDING COMMITTEES

1.1. OPERATIONS COMMITTEE

Director of Recruiting and Bowler Development

- Develop and implement strategies to increase recruitment of bowlers to the GBL
- Conduct outreach activities with other Rhode Island LGBTQIA+ sport leagues, local university LGBTQIA+ social clubs and athletic groups
- Organize and manage Open Bowling Nights' schedules and agendas
- Organize and manage skills clinics, recruit Captains and GBL Members to help facilitate learning opportunities for new bowlers

Director of Captains

- Cultivate and educate persons that are interested in being a Captain for Fall/Winter seasons; respond to all interested bowlers throughout the year if they would like to learn more about the opportunity/expectations
- Serve as the liaison for all Captains to the Board of Directors for any discussion topics within the league that they would like addressed
- Provide weekly email communications to the Captains with key reminders and updates
- Throughout the season, educate Captains and ensure adherence to the league mission and vision including but not limited to sportsmanship, team socials, respect of bowlers and participation in community service
- Work with Captains to ensure opportunities for bowler development for both new and returning bowlers

Director of Operations

- Manage all aspects of GBL Member registration, including the creation of website forms and follow-up bowler communications
- Maintain GBL Members information (contact information, pictures, stats)
- Create schedule of play (Fall and Winter)
- Coordinate and order all bowlers' jerseys and bowler awards/trophies
- Create and maintain a "league store" with all additional league merchandise

Director of Travel Teams

- Execute fundraising event(s) to ensure all registration, equipment, and uniform needs are fulfilled for all the teams
- Communicate regularly with all tournament bowlers and Captains on expectations around practices and finances
- Coordinate all transportation and housing needed for the team(s) at the tournament
- Recommend to leadership additional tournaments that the teams should participate in and support with logistics
- Work with all Captains to drive unity among teams and coordinate practices to improve performance and overall bowler development

Director of Membership Dues

- The Director of Membership Dues is responsible for overseeing the collection, recording, and reconciliation of all membership dues and seasonal registration fees (i.e., the Weekly League Fee). This role ensures the timely and accurate tracking of payments while working closely with the Treasurer to maintain financial integrity
- Collect, count, record, and deposit The Weekly League Fee from league members each week of bowling
- Maintain detailed and accurate records of all collected payments and outstanding balances
- Monitor seasonal registration fees to ensure all payments are received, issuing refunds when necessary
- Work closely with the Treasurer to provide updated reports on dues collection and outstanding payments
- Implement best practices for streamlining payment collection, including digital and in-person methods
- Communicate with Captains and GBL Members regarding outstanding payments as needed

- This position reports directly to the Treasurer and plays a key role in ensuring the financial stability of the league through effective dues management

1.2. OUTREACH COMMITTEE

Director of Sponsorships and Fundraising

- Procurement of and on-going maintenance of sponsorship materials
- Achieve league fundraising goals through sponsorship solicitations
- Manage and oversee funds raised and report financial outcome to the Board
- Product/Give-aways at games and events
- Maintain existing sponsor relationships and drive renewal each year
- Facilitate Quarterly meetings of a fundraising committee
- Execute Fundraising Events (if deemed part of the strategy)
- Solicit ongoing in-kind donations to reduce costs and support bowler experience (gift cards for teams/Captains, donated spaces for events, etc.)

Director of Marketing and Communications

- Develop and implement strategies to raise awareness of the GBL in the greater Rhode Island and New England area LGBTQIA+ community
- Create and send email newsletters on a weekly basis during season and monthly during off season
- Consistently maintain the website with general announcements/updates
- Maintain the organization's social media calendar including monitoring all Facebook posts
- Manage and drive strategy for all other forms of social media including Instagram, TikTok, and Twitter
- Create other means to create community such as bowler spotlights, etc.
- Maintain Google calendars
- Ensure all events, sponsorships, merchandise, etc. are within the organization's branding guidelines
- Support with the creation of uniform logos/design for tournament teams
- Support with the creation of any design needs for events or marketing collateral needed
- Manage relationship with league photographer

Director of Events

- Develop and maintain calendar of league social events throughout the year to include the Annual GBL Summer BBQ, parties, Awards Banquet, season-end celebrations, and others
- Propose adjustments to the event budget lines as initially prepared by the Treasurer
- Select venues and vendors for social events and negotiate fees
- Execute contracts with venues and vendors
- Purchase supplies and food
- Work with Director of Fundraising on food/drink/item donations to events
- Register for and coordinate participation in the Rhode Island Pride festival and parade, including the ordering of supplies (swag to distribute) and the recruitment of volunteers for the festival and parade marchers
- Create event program in consultation with event host(s) and direct the creation of any audio/visual needs (PowerPoint, slideshow, music, etc.)
- Drive attendance to events, including the promotion of them through the creation of social media and email newsletter advertising
- Make sure that all bills and vendors are paid at agreed-upon times
- Plan social/team building events for the Board of Directors

Director of Volunteerism

- Develop partnerships with nonprofit organizations to establish volunteer opportunities for bowlers and league supporters

- Create a calendar of events, having at least two (2) events each calendar month of the year
- Have at least one (1) volunteer opportunity scheduled for the membership in both the Fall and Winter seasons
- Recruit and develop relationships with bowlers to staff events and to maintain an on-call pool for call outs for both nonprofit organization events and league events
- Increase presence and recognition of volunteerism by way of website, Facebook, email newsletter, and other outputs
- Monitor attendance of volunteers for both call outs and to balance participation to ensure anyone who wants to participate can attend at least one event per year
- Develop and maintain a tracking system for volunteer statistics
- Propose/Select Volunteer of the Quarter/Year

Director of Diversity, Equity, and Inclusion (DEI)

- Develop and implement strategies to recruit and retain a diverse and inclusive group of players, ensuring GBL welcomes LGBTQIA+ persons, people of color, women, trans and non-binary persons, and other underrepresented communities
- Collaborate with GBL leadership to develop programs, initiatives, and policies that foster a culture of belonging and equity within GBL
- Partner with the Director of Recruiting and Bowler Development to ensure recruitment and bowler development efforts are inclusive and accessible to all communities
- Partner with the Director of Volunteerism to identify and promote volunteer opportunities that align with GBL's DEI mission
- Advocate for policies, events, and programs that improve equity, accessibility, and inclusivity within all aspects of the GBL

1.3. TOURNAMENTS COMMITTEES AND DIRECTORS

The Corporation may sponsor two (2) forms of tournaments: A national IGBO tournament and/or a local tournament.

Any GBL Member who is interested in serving as Director for either tournament should make their interest known to the President. If more than one (1) person is interested, a majority vote of the Board of Directors will choose the Tournament Director based on experience and personal skills of leadership, organization, communication, and the ability to work well with others. The Tournament Director will then form a Tournament Committee to assist in making the tournament(s) successful. The two positions of Tournament Director are:

- Local Tournament Director. a one-year term to direct the tournament
- National Tournament Director. a multi-year term beginning at the completion of the previous tournament and ending with the completion of all tournament business (distribution of standings, closing of finances, dissolving of Tournament Committee, etc.)

2. IGBO REPRESENTATIVE

Every bowling league that is a member of the International Gay Bowling Organization (IGBO) selects one (1) of its members to serve as its IGBO Representative. This person is the liaison between IGBO and the local bowling league. If because of some unforeseen conflict, the IGBO Representative cannot attend one (1) of these three (3) meetings (tournaments), the Officers may appoint an alternate IGBO Representative to attend that meeting. In addition, the IGBO Representative shall:

- Attend at least three IGBO meetings (tournaments) per year including either the midyear or annual meeting and both regional meetings. The GBL will pay the entry fee of these three (3) tournaments if the IGBO Representative chooses to bowl
- Represent the Corporation and its interests regarding all business conducted at the above meetings.
- Give a complete report to the Corporation's Board of Directors of all business discussed and decisions made at the above meetings
- Regularly promote and distribute information about upcoming IGBO tournaments and encourage GBL Members to participate

3. OFFICER DUTIES AND RESPONSIBILITIES

President (Executive Director)

- Set the vision and agenda for the organization
- Manage annual/monthly Board of Directors meetings including facilitation of group discussions
- Support the entire Board of Directors in their roles to ensure all decisions and investments made are aligned with the mission and vision of the organization
- Ensure (with elected Officers) matters of long-term health of the organization including our 501(c)(3) status, fiscal well-being, and legal representation
- Serve as spokesperson for the organization with key donors, sponsors, and press
- Send thank you notes to all donors throughout the year, including the year-end appeal
- In conjunction with the Board of Directors, manage any escalated bowler or Captain issues regarding discipline or bowler safety
- Maintain the organization's Bylaws

Vice President (Chief Operating Officer)

- Support the President in any matters that they are unable to complete/attend, including but not limited to the facilitation of Board of Directors meetings in their absence
- Ensure the GBL operations, procedures, voting, and other matters are consistent with the organization's Bylaws
- Support all Directors in their individual roles and provide advice and direction in key matters concerning the quality of our bowlers' experience both on and off the lane
- Support all Directors to ensure all critical deadlines are met and all financial decisions/investments are made in a fiscally responsible manner
- In the circumstance that a Director is unable to fulfill their role or responsibilities, the Vice President will do so in their absence

Treasurer (Chief Financial Officer)

- Oversee the Director of Membership Dues
- Maintain all financial transactions and any documentation associated with said transactions
- Propose and maintain an operational budget throughout the fiscal year
- Verify and reconcile monthly bank statements
- Maintain records and receipts for current and prior years to support annual budgets and tax filings
- Issue payments associated with league operations including vendors, referees, facilities, administration, and Board of Directors reimbursements
- Provide tax documentation for tax filing purposes to any party as needed including donations (monetary or in kind), sponsorships, etc.
- File taxes annually no later than 15th day of the 5th month after the fiscal year ends, or in accordance with any other applicable deadline(s) set by Internal Revenue Service (IRS) or State of Rhode Island Division of Taxation
- Monitor seasonal registration fees to ensure all payments are received and refund fees as needed
- Verify reimbursement requests and submit accordingly with proper forms on file
- Monitor league card usage and verify all charges are accounted for and used for league expenses
- Establish and administer financial controls to ensure compliance among all Board of Directors

Secretary

- Prepare and distribute Minutes from meetings of the Board of Directors, Officers, and GBL Members
- Create the agenda and provide notice of all Board of Director and Organizational meetings
- Maintain roster of active members of the league
- Maintain a Parking Lot of unresolved issues and items a Director would like to discuss

- Distribute necessary documentation (Certificate of Solicitation, Proof of Nonprofit Status, etc.) to Directors for their use
- Solicit, compile, and distribute consent agenda items in advance of Board of Director meetings
- File legally required documentation to the State of Rhode Island Department of Revenue and Attorney General's Office
- Under the supervision of the Board of Directors, prepare and transmit the Annual Report to our Keeper of Records/legal counsel
- Maintain the organization's nonprofit status
- Send condolence and get-well cards/gifts as appropriate
- Serve as Officer and participate in discussions and decision-making at the discretion of the President or the Board of Directors

CORPORATE ADMINISTRATION POLICIES

1. CONFLICT OF INTEREST POLICY

- 1.1. Policy Statement.** GALA Bowling League is committed to conducting its affairs with integrity, transparency, and accountability. The Board of Directors, committee members, and persons with board-delegated authority owe a fiduciary duty to and must always act in the best interests of the Corporation.
- 1.2. Purpose.** This policy establishes procedures for identifying, disclosing, evaluating, and addressing conflicts of interest and related party transactions to protect the Corporation's tax-exempt status when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a member of the Board of Directors or person with board-delegated decision-making or financial authority, or may result in a possible excess benefit transaction. This policy is intended to supplement, but not replace, applicable state and federal law governing conflicts of interest applicable to nonprofit and charitable organizations.
- 1.3. Covered Persons.** This policy applies to members of the Board of Directors; members of Board-appointed committees; members of the Corporation with board-delegated decision-making or financial authority; employees or volunteers of the Corporation with board-delegated decision-making or financial authority; and any other person designated by the Board. These persons are collectively referred to as Covered Persons.
- 1.4. Definition of Conflict of Interest.** A conflict of interest may exist when a Covered Person has a financial, personal, or professional interest that could reasonably be perceived to interfere with the person's duty to act solely in the best interests of the Corporation.
 - 1.4.1. Financial Interest.** A financial interest includes, but is not limited to actual or potential ownership, investment, employment, or contractual relationship with any entity that has, or seeks to have, a transaction or arrangement with the Corporation. Compensation includes direct and indirect remuneration, gifts, favors, or other benefits of material value.
 - 1.4.2. Personal or Professional Interest.** A personal or professional interest includes a close personal, familial, or domestic relationship; a professional affiliation or role; or any circumstance that could reasonably impair objectivity or create the appearance of preferential treatment.
- 1.5. Related Party Transactions.** A related party transaction is any transaction, agreement, or arrangement between the Corporation and a Covered Person; a spouse, domestic partner, or close relative of a Covered Person; or an entity in which a Covered Person has a material financial interest. Such Covered Person is inherently considered to have a conflict of interest.
- 1.6. Duty of Disclosure.** Covered Persons shall promptly disclose any actual, potential, or perceived conflict of interests as soon as it arises and prior to any discussion or vote on the matter. Disclosure must be made to the members of the Board of Directors or members of the Board-appointed committee, as applicable, and shall include all material facts.
- 1.7. Determination of Conflict.** Following disclosure, the Covered Person shall recuse themselves from discussion and decision-making related to the matter, except to provide information at the request of the Board or committee. The disinterested members of the Board or committee shall determine, by majority vote, whether a conflict of interest exists. The Covered Person must not be present during deliberation or voting.
- 1.8. Procedures for Addressing Conflicts.** If a conflict of interest is determined to exist, the Board or committee shall evaluate whether the transaction or arrangement is fair, reasonable, and in the best interests of the Corporation; consider whether comparable alternatives are available that would avoid or mitigate the conflict; and approve, modify, or reject the transaction or arrangement by a majority vote of disinterested members. The Covered Person must not be present during deliberation or voting.
 - 1.8.1. Approval Requirements.** Approval, in wholly or in part, requires a finding that a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, and the transaction or arrangement is in the Corporation's best interest, for its own benefit and is fair and reasonable.
 - 1.8.2. Prohibited Transactions.** The Corporation shall not enter into any related party transaction that results in excess benefit or improper private inurement and is not on terms at least as favorable to the Corporation as those available from an unrelated third party.

1.9. Compensation. A voting member of the Board of Directors or member of a Board-appointed committee who receives compensation, directly or indirectly, from the Corporation for services is precluded from voting on matters pertaining to that member's compensation.

1.10. Documentation and Records. Meeting minutes shall document:

- The identity of the Covered Person who disclosed or were otherwise found to have a personal, financial or professional interest in connection with an actual or possible conflict of interest or related party transaction,
- The nature of the conflict or related party relationship,
- The Board or committee's determination and rationale as to whether a conflict of interest in fact existed,
- The content of the discussion, including any alternatives considered to the proposed transaction or arrangement, and
- All votes and the final decision taken in connection with the proceedings, including the names of all persons present during deliberations and voting.

1.11. Violations of Policy. If the Board or Board-appointed committee has reasonable cause to believe a Covered Person has failed to disclose a conflict or related party transaction, it shall:

- Notify the person and provide an opportunity to respond,
- Conduct further inquiry as appropriate, and
- Take appropriate disciplinary and corrective actions.

1.12. Annual Disclosure and Acknowledgment. Covered Persons shall annually complete and sign a Conflict of Interest and Related Party Disclosure Statement affirming that they:

- Have received and reviewed this policy,
- Understand and agree to comply with its terms,
- Will disclose conflicts and related party transactions promptly, and
- Understands that the Corporation is charitable and in order to engage in its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Signed disclosures shall be maintained by the Secretary.

1.13. Periodic Reviews. To ensure the Corporation operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted by the Board of Directors. The periodic reviews shall, at a minimum, include: whether compensation arrangements and benefits are reasonable, based on competent due diligence, and the result of good-faith bargaining; and whether partnerships, joint ventures, and arrangements conform to the Corporation's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

1.13.1. Use of Outside Advisors. When conducting periodic reviews, the Corporation may, but need not, use outside advisors or experts. The use of outside advisors or experts shall not relieve the Board of Directors of its responsibility for ensuring periodic reviews are conducted.

2. PRIVACY, MEDIA, AND PUBLICITY POLICY

2.1. Policy Statement. GALA Bowling League is committed to respecting the privacy, safety, confidentiality, and autonomy of its members, participants, and volunteers while responsibly managing information and communications related to its activities. The Corporation seeks to balance individual privacy interests with its legitimate needs to administer programs, promote its mission, and engage with the public, and to ensure that all external communications and media interactions are accurate, consistent, and conducted with appropriate authorization.

2.2. Purpose. The purpose of this policy is to establish guidelines governing the collection, use, storage, and dissemination of photographs, videos, recordings, personal information, and other related data associated with the Corporation's activities, and to define authority and procedures for external communications and media inquiries.

- 2.3. Scope.** This policy applies to all Members, Directors, Officers, volunteers, and other persons participating in Corporation-sponsored activities or events. These persons acknowledge and agree to this policy by registering for, or participating in, Corporation-sponsored activities or events, or using any services provided by the Corporation.
- 2.4. Demographic or Personal Information.** The Corporation may collect limited demographic or personal information for registration, administrative, operational, reporting, program planning, accessibility, and inclusivity-related purposes. Such information may include name, date of birth, gender, gender identity or expression, mailing address, phone number, email address, emergency contact information, accessibility or accommodation needs, payment-related information (check numbers and amounts only), and other voluntary information a person submits (e.g., forms, surveys, messages).
- 2.4.1. Collection.** Information is collected when a person:
- Registers for the league, Corporation-sponsored events or activities, or tournaments,
 - Signs waivers, agreements or acknowledgments,
 - Completes forms or surveys,
 - Makes payments,
 - Subscribes to emails or marketing communications,
 - Communicates with the Board of Directors, or Corporation's employees or volunteers, or
 - Visits the Corporation's website or interacts with the Corporation's emails or social-media posts.
- 2.4.2. Use.** Information is used to:
- Operate the league, events, activities, tournaments and programs,
 - Verify competition or participation eligibility (including sanctioning),
 - Communicate schedules, updates and important notices,
 - Manage team rosters, Captains and participants,
 - Process payments and registrations,
 - Send marketing and promotional communications,
 - Evaluate and improve the Corporation's events, activities, programs, and facilities,
 - Promote fundraising and solicit donations,
 - Qualify and apply for grants or other funding,
 - Fulfill sponsorship obligations, and
 - Maintain safety, security and compliance with legal obligations.
- 2.4.3. Sharing.** The Corporation may share limited information (such as name or contact details) with teammates, team Captains or organizers to facilitate participation. Information may also be shared with trusted third parties to support operations including registration platforms, payment processors, mail and marketing platforms, and other trusted third parties necessary for operations (such as the bowling center, the United States Bowling Congress (USBC), or the International Gay Bowling Organization (IGBO)). These third parties will only be given the information necessary to perform their services or functions. The Corporation will not rent, sell or share a participant's personal information with other people or non-affiliated third parties, except as requested by the person, with the person's express consent, or for the legal and safety reasons described in this policy.
- 2.4.4. Legal and Safety Reasons.** The Corporation may disclose information if required by law; to respond to subpoenas, court orders or legal process; to exercise the Corporation's legal rights or defend against legal claims; or if the Corporation believes it is necessary to investigate, prevent or take action regarding illegal activities, suspected fraud, or situations involving potential threats to the physical safety of any person.
- 2.4.5. Anti-Discrimination.** The Corporation will not use or share information for discriminatory purposes.
- 2.4.6. Children's Privacy.** The Corporation does not actively provide services to children (anyone under the age of 18) and does not allow children to participate in Corporation-sponsored activities or events. The Corporation does not knowingly collect personal information from children under 18. In the case the Corporation discovers that a child under 18 has provided personal information, the Corporation will immediately delete such information.

- 2.4.7. Recordkeeping.** Information will be maintained securely and only accessible to the Corporation's Board of Directors, employees, or volunteers as necessary to fulfill their duties. However, information may be kept or transmitted electronically, and no method of transmission over the internet, or method of electronic storage is 100% secure and reliable, and the Corporation cannot guarantee its absolute security. Information may be kept as long as necessary to support legal, accounting and operational requirements. Aggregate or de-identified information may be kept indefinitely.
- 2.5. Media.** The Corporation may capture photos, videos, or recordings of its events and activities for official promotional, educational, or archival purposes. Such media may be used in the Corporation's publications, on the Corporation's website, shared through social-media platforms, or shared with outside media sources (such as local newspapers, magazines, websites, etc.), subject to the opt-out requests as described in this policy.
- 2.6. Confidentiality.** The Corporation will respect the privacy preferences and confidentiality of its members. A Member may submit a written opt-out request to the Secretary if the Member chooses not to have their name, image or likeness used publicly. The Board of Directors shall maintain an up-to-date list of all Members who have submitted such a request. Opt-out requests shall be honored prospectively, and the Corporation will take reasonable steps to comply with such requests to ensure such information is not intentionally used or released by the Corporation, except as required by law.
- 2.6.1. No Guarantee and Third-Party Media.** Notwithstanding the confidentiality provisions of this policy, the Corporation cannot guarantee that names, images, videos or other identifying information will not be captured, shared or published by third parties, including other Members, spectators, or the general public, particularly during events held in public venues. Members acknowledge this possibility and release the Corporation from any liability arising solely from the independent actions of third parties. The Board of Directors will take reasonable steps to honor Member opt-out requests with respect to the Corporation's own use of media.
- 2.7. Official Statements.** Only the President or their designee may issue official statements on behalf of the Corporation to news or media outlets, public officials, partner organizations or other external entities, unless otherwise approved by the Board of Directors.

3. WHISTLEBLOWER PROTECTION POLICY

- 3.1. Policy Statement.** GALA Bowling League is committed to ethical conduct, legal compliance, and accountability in all of its operations. The Corporation prohibits retaliation against any person who, in good faith, reports suspected unlawful, unethical, or improper conduct or participates in an investigation of such conduct.
- 3.2. Purpose.** The purpose of this policy is to establish procedures that encourage the timely reporting of suspected unlawful, unethical, or improper conduct relating to the Corporation's operations and to provide protections for persons who make such reports in good faith.
- 3.3. No Retaliation.** No Director, Officer, Member, volunteer, employee or other person acting on behalf of the Corporation shall suffer retaliation, harassment, or adverse treatment for making a good-faith report of suspected violations of law, regulation, the Bylaws or of any Corporation policy, including financial impropriety, fraud, misuse of assets or abuse. Retaliation against a person for making a protected report or for participating in an investigation under this policy is strictly prohibited and shall constitute a violation of this policy, subject to disciplinary action.
- 3.4. Reporting Procedure.** Reports should be made to the President, or if the President is the subject of the concern, to the Vice President or another Officer or Director of the Corporation. Reports may be made verbally or in writing. Persons making reports are not required to prove the validity of their concerns but must act in good faith, meaning the report is made honestly, without malicious intent, and with a reasonable belief that the information disclosed indicates improper conduct. The President, or Officer or Director receiving the report, shall immediately notify the Board of Directors of the complaint, and the Board of Directors shall promptly investigate all credible reports and take appropriate corrective or disciplinary action.
- 3.5. Confidentiality.** The Corporation will make every reasonable effort to maintain the confidentiality of whistleblower reports and the identity of the reporting person, consistent with the need to conduct an adequate investigation and comply with applicable law.

4. DOCUMENT RETENTION AND DESTRUCTION POLICY

- 4.1. Policy Statement.** GALA Bowling League is committed to maintaining complete, accurate, and reliable records in a manner that supports its operations, governance, and legal compliance. The Corporation recognizes that responsible record retention and orderly destruction of records are essential to transparency, accountability, and the protection of corporate integrity.
- 4.2. Purpose.** The purpose of this policy is to ensure that the Corporation retains necessary records for an appropriate period of time, complies with legal requirements, protects the integrity of corporate records and conducts systematic destruction of records that are no longer required to be maintained.
- 4.3. Records Retained.** Records subject to retention include, but are not limited to, Articles of Incorporation, Bylaws, Policy Register, meeting minutes of the Board of Directors and committees, financial statements, bank records, contracts, whistleblower reports, tax filings, and any other corporate records required to be retained in accordance with applicable federal and state law or as determined by the Board of Directors.
- 4.4. Retention Period.** The Corporation will retain records for the minimum period as described below, and for no less than the period required by applicable federal and state law.

Permanent Records:

- Annual Reports to the Secretary of State
- Articles of Incorporation
- Audit Reports
- Board Meeting and Committee Meeting Minutes
- Bylaws
- Correspondence (legal and important matters)
- Depreciation Schedules
- Insurance records, current accident reports, claims, policies, etc. (active and expired)
- Tax exemption paperwork (i.e., IRS Application for Tax-Exempt Status, IRS Determination Letter, State sales tax exemption, and similar)
- Tax returns and worksheets
- Trademark registrations and copyrights
- Year-End financial statements

Seven (7) Years:

- Accounts payable ledgers and schedules
- Contracts, mortgages, notes and leases (expired)
- Expense analyses/expense distribution schedules
- Invoices
- Payroll records and summaries
- Withholding tax statements

Three (3) Years:

- Bank statements
- Internal audit reports
- Inventory records for products, materials and supplies

Two (2) Years:

- Correspondence (all other)
- Duplicate deposit slips

Documents that are not listed but are substantially similar to those listed in the schedule will be retained for the appropriate length of time as determined by the Board of Directors.

- 4.5. Storage and Duplicate Records.** All records shall be stored in a safe, secure and accessible manner. All records subject to retention shall be duplicated or backed up periodically. Duplicate record or backups must be maintained off site or in another secure manner.

- 4.6. **Electronic Records.** Any Corporate records may be kept electronically as permitted by law. Such records must be accurate, complete, securely stored, and capable of being retrieved and reproduced in a legible form for the full required retention period.
- 4.7. **Destruction.** After the required retention period, records may be destroyed in a secure manner, provided there is no known investigation, audit, or legal proceeding that would require preservation of such records. No record shall be destroyed for the purpose of concealing improper conduct, obstructing an investigation, or avoiding legal obligations.
- 4.8. **Administration.** The Secretary shall maintain custody and responsibility of organizational records and governance records, and the Treasurer shall maintain custody and responsibility of all financial and tax records, unless otherwise directed by the Board of Directors. Record destruction shall be conducted only in accordance with Board-approved procedures and under the supervision of the appropriate Officer.

5. PUBLIC DISCLOSURE AND TRANSPARENCY POLICY

- 5.1. **Policy Statement.** GALA Bowling League is committed to conducting its affairs with transparency, accountability, and integrity, and to complying with applicable federal and state public-inspection and disclosure requirements. The Corporation recognizes that openness in governance and financial stewardship promotes trust among its members, donors, partners, and the public.
- 5.2. **Purpose.** The purpose of this policy is to establish procedures for the availability and dissemination of the Corporation's governing documents, tax filings, and financial information, as required by law.
- 5.3. **Scope.** The Corporation shall make its governing documents, state and federal tax filings, financial statements and any additional documents required to be disclosed under federal or state law available for public inspection. Nothing in this policy shall require the disclosure of confidential information not subject to public inspection, including but not limited to donor lists, internal deliberative materials, personnel records, personal information of Members, or records protected by attorney-client privilege.
- 5.4. **Availability.** Upon written request, copies of such documents shall be made available for review by any member of the public within a reasonable time, consistent with applicable law. Disclosure may be satisfied by providing physical copies, electronic copies, or by directing the requester to documents posted on the Corporation's official website or other authorized electronic platform.
 - 5.4.1. **Fees and Copying.** The Corporation may charge a reasonable fee for the reproduction and delivery of physical copies of such documents, not to exceed the amount permitted under applicable law. No fee shall be charged for documents made available electronically or for on-site inspection, where required.
- 5.5. **Website Posting.** The Board of Directors may authorize the posting of such documents on the Corporation's official website or other electronic platform to enhance accessibility, reduce administrative burden, and satisfy public-inspection obligations in a manner consistent with applicable state or federal law.

6. GIFT ACCEPTANCE POLICY

- 6.1. **Policy Statement.** GALA Bowling League is committed to accepting charitable contributions, sponsorships, and in-kind donations in a manner that supports its mission, preserves its integrity and independence, and complies with applicable federal and state law. The Board of Directors and persons with board-delegated authority owe a fiduciary duty to act in the best interests of the Corporation when soliciting, accepting, or managing gifts on the Corporation's behalf.
- 6.2. **Purpose.** The purpose of this policy is to establish criteria and procedures for the review, acceptance, and administration of charitable contributions, sponsorships, and in-kind donations, including the evaluation of restrictions or conditions on gifts, in order to protect the Corporation's exempt purposes, reputation, and tax-exempt status.
- 6.3. **Authority.** The Board of Directors retains ultimate authority to accept or decline gifts on behalf of the Corporation. The Board may delegate authority to accept routine or customary gifts to Officers or other designated representatives of the Corporation, subject to any limitations or procedures established by the Board.

- 6.4. Donors.** Donations and other forms of support will generally be accepted from individual persons, partnerships, corporations, foundations, government agencies, or other entities, subject to the gift restrictions described in this policy.
- 6.5. Types of Gifts Accepted.** In the course of its regular fundraising activities, the Corporation may accept gifts of money or cash; real property; personal property; marketable securities; and bequests or beneficiaries under trusts, wills, life insurance policies or similar.
- 6.6. Restricted and In-Kind Gifts.** Restricted gifts may be accepted only if the restrictions are consistent with the Corporation's mission and the Corporation determines it has the capacity to comply with such restrictions. In-kind and other non-cash gifts may be accepted at the discretion of the Corporation, and the Corporation may seek the advice of legal counsel prior to accepting. The Corporation will not assign a monetary value to non-cash contributions for tax reporting purposes; donors are solely responsible for determining the value of such gifts in accordance with Internal Revenue Service (IRS) requirements.
- 6.7. Gift Restrictions.** The Corporation will not accept gifts that:
- Are inconsistent with its exempt purposes, mission or governing documents,
 - Require actions that are unlawful, unethical or contrary to the Corporation's values,
 - Result in or may appear to result in improper private benefit, inurement or undue influence to any person or entity,
 - Are conditioned upon political activity, lobbying, or endorsement, except as permitted by law, or
 - Originate from illegal or improper sources.
- The Corporation may decline any gift that imposes restrictions or conditions that the Corporation determines to be inconsistent with its mission, operational capacity, or legal obligations.
- 6.8. Acknowledgement.** All accepted gifts will be acknowledged in accordance with applicable IRS substantiation and disclosure requirements and any additional procedures adopted by the Board of Directors.

7. PARTNERSHIPS AND SPONSORSHIPS POLICY

- 7.1. Policy Statement.** GALA Bowling League is committed to entering into partnerships, sponsorships, and other collaborative relationships in a manner that advances its mission, preserves its integrity and tax-exempt status, and ensures appropriate oversight and accountability for activities conducted in the Corporation's name. Such relationships shall be consistent with the Corporation's governing documents and policies and shall be structured to comply with applicable law.
- 7.2. Purpose.** The purpose of this policy is to establish approval standards and governance guidelines for evaluating, managing, and, when necessary, terminating partnerships, sponsorships, and other collaborative relationships, including the use of the Corporation's name, resources, or branding.
- 7.3. Scope.** This policy applies to partnerships, sponsorships, co-hosted events, joint programs, and other relationships in which the Corporation promotes, supports, or associates its name, logo, or resources with another organization.
- 7.4. Approval and Authority.** The Board of Directors or its designee shall have authority to approve, manage, and terminate relationships covered by this policy. The level of approval required may vary based on the nature, scope, and risk of the relationship, as determined by the Board of Directors or its designee.
- 7.5. Guiding Principles.** When considering entering a relationship covered by this policy, the Board of Directors or its designee shall consider:
- If the reciprocal organization's goals, mission, vision, values and beliefs are compatible with the Corporation's,
 - If the proposed relationship provides an opportunity to advance the Corporation's strategic plan and priority activities,
 - What the overall benefit is for the Corporation, and if there are alternative ways to achieve this benefit, and
 - If the Corporation's members will be positively served by the proposed relationship.
- 7.6. Restrictions.** The Corporation will not enter into or maintain any relationship that:
- Requires or encourages conduct that violates applicable federal, state, or local law,

- Is inconsistent with the Corporation's mission, vision, values, or policies, or
 - May jeopardize the Corporation's tax-exempt status or expose it to undue legal or reputational risk.
- 7.7. Use of Name and Branding.** The Corporation's name, logo, or branding may be used in connection with a relationship only with appropriate authorization and only in a manner consistent with the Corporation's mission and policies. Use of the Corporation's name or branding shall not be construed as an endorsement of another organization's products, services, or activities unless expressly stated in writing.
- 7.8. Financial and In-Kind Support.** Financial contributions, shared proceeds, or in-kind support received through relationships shall be used in furtherance of the Corporation's mission and handled in accordance with applicable accounting, reporting, and internal control requirements.
- 7.9. Right to Withdraw.** The Corporation reserves the right to modify, suspend, or terminate any relationship if it determines that the relationship no longer serves the Corporation's mission or is not being conducted in compliance with this policy or applicable law.