

Appendix C

Volunteer Point System & Award Policy

1. Purpose

- 1.1 The Yellowknife Elks Lodge recognizes that it is dependent upon its members and their volunteer efforts to not only raise funds for the Lodge, but to carry out its various community functions and activities. As such, a point system, called the "Volunteer Point System & Award Policy", has been developed to recognize such efforts.
- 1.2 The purpose of the Volunteer Point System and Award Policy is to keep a record of events that Lodge members volunteer for, and to permit such members to redeem their points to attend Lodge sanctioned events and activities.

2. Points shall be collected as follows:

2.1 1 Point

- Lodge Meetings
- Lodge Committee Meetings
- Meat Raffles
- Pick A Prize Raffles
- In House Cooking
- Honey Bucket 50/50 Draw
- Fun Casinos
- Raffle Ticket Sales
- TV Bingo

2.2 2 Points

- Lodge bingos
- Spook - A - Rama
- Weekly coordination and management of Honey Bucket 50/50 Draw
- Large bingos or other major fundraising events
- Large BBQ's and Dinners

2.3 New events will be included in the respective point reward category at the discretion of the General Manager.

2.4 Points earned prior to March 31, 2015 will be rolled into this plan at the rate of 2 old points earns 1 new point.

3. Points may be redeemed as follows:

3.1 Travel & Accommodation to Elk's Sponsored Events

- Accommodation:
 - 3 points per night/per person (Double Occupancy)
 - A member may request single accommodation, but must pay the difference between double and single occupancy. The member will still be charged 3 points per night.
- Travel:
 - 6 points for travel cost under \$200
 - Increment of 3 points thereafter for each additional \$100 in costs absorbed by the Lodge.
 - If travel is by vehicle, mileage is permitted at \$.35 per kilometer up to a maximum amount of the equivalent return airfare approved for the event.
- Member Cost:
 - NWT Events
 - \$75 per member
 - Events outside of NWT
 - \$200 per member

3.2 Elks Regalia & Promotional Items

- A member will be deducted 1 point for every \$5 of items ordered.

3.3 Meals & Events - *This provision is cancelled until further notice.*

- 4 points may be redeemed for:
 - Fish Fry Dinners
 - Steak Dinners
 - Wing Night

Note: There is a limit of 2 tickets per member permitted per specific event.
- 8 points may be redeemed for:
 - Steak and Lobster Dinners

Note: There is a limit of 2 tickets per member permitted per specific event.
- 12 points may be redeemed for:
 - New Year's Dinner

Note: There is a limit of 2 tickets per member permitted for this event.

4. Program Administration

- 4.1 The General Manager administers the Yellowknife Elks Lodge "Volunteer Point System and Award Policy", and responds to requests for point information and redemption.
- 4.2 It is the duty of committee chairs to submit points sheets to the General manager.