

**BETMAR OWNERS, INC.
BETMAR ACRES CLUB, INC.
A 55+ Older Community
Operating Policy and Procedure
142
Sub-Organizations**

Effective Date: 4-17-2025

Last Review: 3-20-2025

Version 142

SCOPE: Applies to the Board of Directors of both corporations, all sub-organizations and webmaster. Guiding documents are IRS rulings for 501(c)7, bylaws and financial policies/procedures.

PURPOSE: Provides written guidelines to define and set criteria for the following sub-organizations: Clubs, Departments, Activities and Events. It will guarantee scheduling and usage of the Betmar Acres Club, Inc. common grounds and facilities is for those sub-organizations authorized to do so.

POLICY:

1. Any newly proposed sub-organization must be approved by the Board of Directors.
2. The Board of Directors will determine proper category based upon criteria.
3. Once approved, recognized sub-organization may:
 - a. Reserve facilities in accordance with Policy 140.
 - b. Advertise in the bulletin/calendar.
 - c. Make announcements via coffee news/Friday notes.
 - d. Post on the clubhouse bulletin boards.
 - e. Utilize the website Betmar.org for posting sub-organization information and events.
4. Sub-organizations are responsible for adhering to policies/procedures:
 - a. 114. Non-resident participation
 - b. 123 Club Financing Policy and Procedure
 - c. 138 Owners Financial Policy
 - d. 137 Acres Financial Policy

PROCEDURE:

1. Any sub-organization Board of Directors/Points of Contact changes must be reported to Office Administrator, Secretary and the Webmaster.

2. Sub-organizations must annually review respective information displayed on the Betmar.org website. .
3. Clubs must review and update their bylaws at least every five (5) years or when applicable Betmar Owners, Inc. Bylaw changes occur.
4. Club bylaws cannot be in conflict with the Betmar Owners, Inc. bylaws.

VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR
142	Owners Board of Directors	3-20-25		P and P

142 Approved:

Policy and Procedure Chairperson: _____ Date _____

President Betmar Owners Inc./Betmar Acres Club, Inc.

_____ Date _____

Three (3) Year Policy and Procedure Committee Review Date:

Signed: _____

Three (3) Year Policy and Procedure Committee Review Date:

Signed: _____

CLUB	DEPARTMENT(Owners/Acres)	ACTIVITY	EVENT
<p>Self Sufficient</p> <p>Checkbook with Betmar Owners ID</p> <p>Submits a budget in January</p> <p>Report monthly income and expenses</p> <p>Bylaws</p> <p>Organized with Elected Officers to support membership</p> <p>Membership with dues, monthly meetings, and minutes.</p> <p>Able to monitor Membership access</p> <p>Listed in phone book/website</p> <p>Members vote on donations to Owners</p> <p>ATTEND BETMAR OWNERS BOARD MEETING</p>	<p>Budget from Owners</p> <ul style="list-style-type: none"> May or may not produce revenue <p>Led by a Person of responsibility who is either :</p> <ul style="list-style-type: none"> Elected board member or A manager approved by board and reports to the board <p>No elected officers</p> <ul style="list-style-type: none"> may internally organize with officers <p>No dues, membership or minutes required</p> <p>Volunteers are not members</p> <p>Listed in Phone book/website</p> <p>BOARD MEMBERS ATTEND BOARD MEETINGS</p> <p>OTHERS ENCOURAGED TO ATTEND</p>	<p>May use Betmar name</p> <p>Checkbook with Betmar ID or Account with Betmar Owners</p> <p>Monthly reporting of income/expenses. If neither exists, no reporting.</p> <ul style="list-style-type: none"> Rely upon small donations <p>No elected officers</p> <ul style="list-style-type: none"> Led by a Person of Responsibility determined by group and reports to the board May internally organize with officers. <p>No dues, membership or minutes required</p> <p>Listed in phone book/website as an activity</p> <p>Board approval to open to the public</p> <p>Donations to Betmar Owners encouraged if using Betmar facilities</p> <p>ENCOURAGED TO ATTEND BETMAR OWNERS BOARD MEETINGS</p>	<p>One-time annual event</p> <p>Revenue/Expenses reported to Betmar</p> <ul style="list-style-type: none"> Money may be held in reserve with Betmar Owners for future events/expenses Led by person of responsibility and reports to the board <p>No dues, membership or minutes required</p> <p>Donations to Betmar Owners encouraged if using Betmar facilities.</p> <p>IF NEW EVENT MUST HAVE BOARD APPROVED</p>

<u>CLUB</u>	<u>DEPARTMENTS</u>	<u>ACTIVITIES</u>	<u>EVENTS</u>
<p>++Not open to public except for classes/fundraisers</p> <p>Carport Concert Club Computer Club Dance Club (all) Dart Club (all) Golf Club Shuffle Club Swim Club Tennis/Pickleball Club Game Club --Bridge(all) --Bocci --Bunco --Cards(all) --Chess --Corn Hole --Cribbage --Euchre --Hand/Knee/Foot --Horseshoe --Liverpool rummy --Mahjong --Military Whist --Nickel cover-up --Pinochle --Poker (all) --Pony --Pool</p>	<p>Activities Administration Bingo Communications Dog Park-(Acres) Garden- Kitchen- Library- Memorial Brick - Properties Sound- Video- Mini golf-(Acres)</p>	<p>Band Stand- Betmar Travel Group- +Beginning Art- Chorus- +Creative Writers- Hobby- Healthorama Health Group Hospitality- +Kitchen Band- Music and Entertainment- +Motorcycle Triple B Group- +Sit and Sew- Theater- Vespers(Bible Study) +Minor financial activity (less than 500 per year) does not require budget or reporting. *Maine Trio and John Perry are Grandfathered in to use the Pavilion for free park entertainment. All other music and entertainment using the pavilion going forth must be approved by board. **TOPS is a nationally recognized organization, and members pay local dues Donates to Owners. ***Let's dress the Girls is a national organization and dues are paid to a local chapter. Donates as able.</p>	<p>Craft Fair</p> <ul style="list-style-type: none"> Board approved activity to bring in outside vendors to sell craft items. <p>Healthorama</p> <ul style="list-style-type: none"> Prevention Plus approved by board 13-14 years ago as a health prevention activity for residents if they choose to participate. On Spot Dermatology approved by board Nov 2023 as an on-site health prevention serving residents if they choose to participate. <p>Hootenanny Memorial Picnics What Not Sale (via golf)</p> <ul style="list-style-type: none"> Open to the public

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APPROVED