

# Buckeye Santas Guidelines

## 1. Name of the Organization

1.1 The name of the organization is The Buckeye Santas.

1.2 The organization will be organized under the laws, rules and regulations of the State of Ohio.

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## 2. Purpose

2.1. The purpose of the Buckeye Santas purpose is a Santa group for interaction among its members.

2.1.1. As such, The Buckeye Santas expressly disclaims liability for the consequences of any actions taken by its members or for Santa services performed individually or collectively by its members.

2.2. The Buckeye Santas purpose is

- To act as a social group
- To share with each other their experiences as Santa Claus
- To fellowship
- To share ideas
- To educate each other
- To provide role modeling and other activities which will enhance the Santa experience
- To enjoy having a meal together
- To encourage the pursuit of providing a better Santa Claus experience for everyone
- To help meet in any way the needs of its members in pursuit of becoming the best Santa they can be.

2.3 All members are expected to participate together in harmony for the good of the entire organization.

2.4 The Buckeye Santa's group will remain a standalone group and not become a part, in any way, with a national Santa organization.

2.4.1. A member, on their own, may join a national organization.

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## 3. Full Membership

# Buckeye Santas Guidelines

3.1. Full Membership is open to all Real Bearded Santas (RBS) from the state of Ohio.

3.1.1. Santas must keep a beard year round, unless an exception is obtained from the Board of Directors

3.1.2. Santas who have joined and find that they cannot keep a beard for medical reasons will be exempt from the full beard rule after approval from the Board of Directors.

3.2. The member must provide a current background check to the Secretary for full membership to be granted.

3.2.1. Mall Santas must obtain a letter from the Mall Photo Company that a current background check is on file.

3.2.2. All spouses, associate members and auxiliary members who perform as a Santa, Mrs. Claus and/or elves must also provide a current background check to the Secretary.

3.3. A Real Bearded Santas' spouse or partner is included in the membership.

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## 4. Auxiliary Membership and Associate Membership

4.1. Auxiliary Membership shall be open to all designer bearded Santas who live in the State of Ohio and their Claus family, also Mrs. Claus, Elves and others who are a part of a auxiliary member's Claus family.

4.1.1. Any person who portrays Mrs. Claus or an Elf or any person who performs in a professional booking or performs as a Christmas entertainer and is paid as a professional Christmas entertainer may have auxiliary membership.

4.1.2 All auxiliary professional Christmas entertainers must provide yearly a current background check.

4.2. Associate Membership is for those Santas who live outside of the state of Ohio and wish to fellowship with the Buckeye Santas.

4.2.1. All associate professional Christmas entertainers must provide yearly a current background check.

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## 5. Membership

# Buckeye Santas Guidelines

5.1. All potential new members shall submit their applications, background check and Code of Ethics directly to the Secretary.

5.1.1. The Secretary shall notify the Board of Directors of the new applicant within three calendar days.

5.1.1.1. After receiving notification, the President will call for a Board of Directors meeting (conference call) within three calendar days.

5.1.1.2. The Board of Directors will review the applicant's application and background check to make the determination if they accept the applicant as a new member.

5.1.1.2.1. The Secretary shall notify the new applicant of either the acceptance or denial of their application within five calendar days of the Board of Directors review.

5.1.1.2.2. If the applicant is accepted for membership, the Secretary will mail the new member a membership card, copy of the Buckeye Santas Guidelines, Buckeye Santas pin and Buckeye Santas patch within five calendar days.

5.2. Membership may be terminated by the member at any time.

5.2.1. The member will provide a letter of resignation to the secretary.

5.3. The Board of Directors has the authority to disapprove, suspend and remove any membership at anytime, based on the Buckeye Santas Code of Ethics.

5.4. All other suspensions and cause for action will be brought before the Board of Directors for review.

5.4.1. Any suspensions or terminations of membership from such a review will require a unanimous vote of the Board of Directors.

5.5. Before termination or suspension of a member's membership, the member will be notified by certified letter thirty (30) days in advance.

5.5.1. The member may appeal to the Board of Directors within 30 days of the receipt of the letter.

5.5.2. Upon the review of the appeal of the member to the Board of Directors, if the Board of Directors decides to uphold the removal, the decision is final.

5.5.2.1. The member will be notified by certified mail within 5 days of the decision.

# Buckeye Santas Guidelines

## 6. Membership Term and Renewal

- 6.1 All forms of membership are granted for one (1) calendar year.
  - 6.2. All memberships start on January 1st and end on December 31<sup>st</sup>.
  - 6.3. Members are required to renew their memberships on an annual basis.
  - 6.4. The Secretary will send out renewal notices no later than October 1st.
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## 7. Member Rights

### 7.1. Full Member

- 7.1.1. Full members have the right to vote.
- 7.1.2. They have the right to attend all meetings and special events.
- 7.1.3. They have the right to comment on any issue brought before the group and to serve on committees.
- 7.1.4. They have the right to request amendment of these Guidelines.
- 7.1.5. They have the right to hold any office

### 7.2. Auxiliary Members

- 7.2.1. Auxiliary members have the right to vote and attend all meetings and special events.
- 7.2.2. They have the right to comment on any issue brought to the group.
- 7.2.3. They have the right to hold the office of secretary and treasurer.

- 7.3. Associate members have the right to attend all meetings and special events.
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## 8. Member Responsibilities

- 8.1. Full members are required to have and maintain a full real beard when portraying Santa Claus.

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8.1.1. They may submit a letter to the Board of Directors explaining why they should be exempt.

8.1.2. At that time, the Board of Directors will review and decide on each individual who asks for an exemption.

8.2. All members should endeavor to avoid public behavior that would be in conflict with the accepted image of Santa Claus.

8.3. All members are required to provide accurate contact information to the Secretary for maintaining membership records.

8.4. All members must submit a new member application along with a current background check when paying dues.

8.4.1. The member can approve or disapprove the release of their personal information.

8.4.2. The member on the member's application will initial for the release of their personal information.

8.4.3. The only members permitted to have personal information are the Board of Directors and Past President Advisory Board.

8.5. Contact information of other members may not be shared with non-members without the approval of the individual member.

8.6. Only, a member's personal contact information will be made available to other members with the member approval.

8.6.1. No member is to give out our list unless approved by the Board of Directors.

8.6.2. None of this information will be sold or distributed to sources outside of the membership of the Buckeye Santas.

8.6.3. Santas within the Buckeye Santas will not use the membership list to act as a paid agent for another Santa.

8.6.3.1 If a Buckeye Santa has a potential booking that they cannot fulfill, they will send an email with the booking date, booking time, point of contact, the point of contact's telephone number and the booking location to the Webmaster for posting to the membership.

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8.7. Only the membership list will be made available to the Board of Directors and the Past President Advisory Board.

8.7.1. The membership list may be provided to another member with the approval of the Board of Directors.

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## 9. Elected Officers

9.1 The following officers are elected President - Vice President - Secretary - Treasurer - Past President

9.2 Requirements for the Office

9.2.1. Members must be a member for a minimum of two years before holding an office.

9.2.2 The member must attend a minimum of five meetings each year before holding an office.

9.2.3. No member may hold more than one elected office at a time.

9.3. Length of Office

9.3.1. Each term starts on January 1st and end December 31st.

9.3.1.1. There are no term limits imposed by these Guidelines for the offices of Secretary or Treasurer.

9.3.1.2. An out-going officer may be elected to serve again except as noted.

9.3.2. A Past President must be out of the office for a minimum of four years before running for the office of Vice President.

9.4. Board of Directors and Advisory Board

9.4.1. The President, Vice President, the Immediate Past President, Secretary and Treasurer shall form the Board of Directors.

9.4.1.1. The Board of Directors is responsible for maintaining the Guidelines document.

9.4.1.2. The Board of Directors will meet together at least once every 2 months or at the discretion of the President.

# Buckeye Santas Guidelines

9.4.1.2.1. The President will invite the Advisory Board at his discretion.

9.4.1.3. A minimum of three (3) members of the Board is required to form a quorum for conducting business.

9.4.2. All Past Presidents will be considered as the Advisory Board to the Board of Directors.

## 9.5. Duties and Terms of Office of the Elected Officers

### 9.5.1 President

9.5.1.1 The President will serve as the Chief Executive Officer for the group.

9.5.1.2. The President is required to sign all contracts for the group, and countersign all checks over \$200.00.

9.5.1.3. The President will conduct two business meetings per calendar year - (May and October (Elections)).

9.5.1.3.1. The President will hold other monthly meetings as appropriate.

9.5.1.3.1.1 They will be considered social or educational meetings.

9.5.1.4. The president will choose the meeting location and will coordinate the meals and cost.

9.5.1.4.1. The president will notify the Board of Directors, with the location of the meeting, a minimum of two weeks prior of the meeting

9.5.1.4.2. The president will notify the meeting location a minimum of 48 hours prior to the start of the meeting of the number of attendees.

9.5.1.5. The President shall serve first year as President, then the next year as Past President and on the Board of Directors.

9.5.1.5.1. As a Past President, he will be added to the Advisory Board.

9.5.1.5.2 The President will present his sealed ballot to the election committee, only to be cast in the event of a tie.

### 9.6. The Vice President

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9.6.1. There will be an election for the position of Vice President each year.

9.6.1.1 The Vice President is elected to a three-year term.

9.6.1.2. The Vice President will serve his first year as Vice president, then the second year as President, then the third and final year as Past President.

9.6.2. The Vice President will assist the President in preparing the agenda for all meetings.

9.6.3 The Vice President will chair the meetings in the absence of the President.

9.6.4. The Vice President will serve as Chairman for all committees.

9.6.5. The Vice President will operate the 50/50 monthly drawing.

9.6.6. The Vice President will maintain all Buckeye Santas equipment.

9.6.7. The Vice President will collect the meal tickets as the attendees enter the food line.

9.7. The Secretary

9.7.1. The Secretary maintains minutes of all business meetings

9.7.2. The Secretary responsible for all correspondence for the group

9.7.2.1. The Secretary to include the notification of all meetings and/or special events to the membership.

9.7.2.1.1. The Secretary will receive all reservations of those who will be attending the meeting.

9.7.2.2. The Secretary will, no later than 60 hours prior to any meeting or special events, notify the president of the number of reservations.

9.7.2.3. The Secretary is responsible for checking in members, accepting payment for lunch and handing out meal tickets.

9.7.2.4. During elections, the Secretary will be responsible for handing out the ballots.

9.7.3. The Secretary will maintain the member's application and yearly background check.

9.7.4. The term of the Secretary shall be for two years.



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9.7.4.1. The position of the Secretary will be elected on the odd years.

9.7.4.2. There are no term limits associated with the office of Secretary.

9.7.5. The Secretary will maintain a list of eligible members who can vote.

9.7.6. The Secretary shall notify the members who are eligible to vote.

9.7.7. All dues, new or renewal, will be paid to the secretary for later transfer to the Treasurer.

9.7.8. The Secretary will transfer all monies collected to the Treasurer

9.8. The Treasurer

9.8.1. The Treasurer maintains all financial records for the Group.

9.8.2. The Treasurer, on behalf of the Group, will sign legal documents, which involve funding of any sort, i.e. State of Ohio charter filings.

9.8.3. The Treasurer will sign all checks, and require the countersignature of the President or Past President for checks over \$200.00.

9.8.4. In the absence of the Treasurer, the President and or Past President will sign any necessary checks.

9.8.5. The Treasurer will provide the membership with an annual cash flow report, plus an event cash flow report for special events.

9.8.6. The Treasurer will present a tentative budget for the next year to the membership in the October Meeting.

9.8.6.1. The membership must approve the tentative budget at the October Meeting.

9.8.7. The Treasurer will assist the Secretary checking attendees each meeting.

9.8.8. The office of Treasurer shall be open for voting every even year.

9.8.8.1. The Treasurer will serve for a period of two years.

9.8.8.2. There are no term limits associated with the office of Treasurer.

9.9. The Immediate Past President

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9.9.1. Serves as an advisor to the President

9.9.2. Serves and assists the other Officers as needed.

9.9.3. The Immediate Past President may countersign checks over \$200.00 if the President is not available.

9.10. The Advisory Board

9.10.1. All Past Presidents automatically are on the Advisory Board

9.10.2. A member of the Advisory Board will maintain the membership list.

9.10.3. The members of the nominating committee shall be appointed from among the past presidents and the current vice president.

9.10.3.1. Any member interested in running for an office will contact a member of the Advisory Board.

9.10.3.2. The Advisory Board will run the election as described in Section 10, including the following responsibilities.

9.10.3.2.1. Created Balleets

9.10.3.2.2. Will provide the balleets to the Secretary to hand out to the membership.

9.10.3.2.3. Counting the Balleets

9.10.3.2.4. Provide the results to the current President so they are announced to the membership.

9.10.4. A committee of Past Presidents will audit the treasure's book every September.

9.10.4.1. The Audit Committee will report to the President and the membership the results of the audit at the October meeting.

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## 10. Nominations and Elections

10.1. Elections are held in an open meeting in October of each year.

10.2. Members must be present at the October meeting to vote.

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10.3. Full Members are eligible for the office of President, Vice President, Secretary and Treasurer.

10.3.1. Auxiliary members are eligible to only hold the offices of Secretary and Treasurer.

10.4. Annual Elections are held for a Vice President.

10.4.1. Election for a Secretary is held on odd numbered years.

10.4.2. Election for Treasurer is held on even numbered years.

10.5. Each year, the previous Vice President will assume the Presidency and the previous President assumes the position of Past President.

10.6. The newly elected officer or officers shall take their place as the Board of Directors on 1 January of the New Year.

10.7. The Nomination and Election Committee will consist of the current Vice President and three past presidents.

10.7.1. The current Past President may not be appointed to the Nomination and Election Committee.

10.7.2. The Nomination and Election Committee will collect all names of the candidates and verify their acceptance for their nomination.

10.7.3. In order to be considered for placement on the ballot, a nominee must meet eligibility requirements and accept nomination as a candidate. 10.7.3.1. Any member may nominate him or herself.

10.8. The election cycle begins at the regular August meeting with the President appointing the Nominations and Elections Committee, and is completed in October of that same year.

10.8.1. If a committee member is nominated and accepts the nomination, the President will appoint another past president to take their place on the Nominations and Elections Committee.

10.8.2. The committee will solicit nominations, verify the eligibility of each candidate and confirm that the candidate is willing to be considered for the nominated position and serve if elected.

10.9. At the regular September meeting, the Committee will present their list of nominees.

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10.9.1. Additional nominations may be taken from the floor at this meeting.

10.9.2. The Secretary will notify all members by September 30th that a vote will take place at the October meeting and the nominees' names.

10.9.3. At the start of the October meeting, the Secretary will distribute a Ballot to all Voting Members when they check in.

10.9.4. A member of the Nomination Committee will collect the ballots prior to the food being served.

10.9.5. The Committee will then take the ballots, leave the meeting room and go to a separate area of the facility to count the ballots

10.9.5.1. Every effort shall be made to ensure that the process of validation protects the secrecy of the ballot.

10.9.5.2. The candidate receiving the most votes will be elected to the corresponding office.

10.9.5.3 In an event of a tie, in secret the president will vote to break the tie.

10.9.6. The nomination committee will determine if a third of the voting members are present to hold an election.

10.9.6.1. In the event a vote was not held in October meeting, the election will be held at the January meeting.

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## 11. Vacancies

11.1. In the event of any elected Office vacancy, the Board will call for a special election at the next regular meeting to fill the vacancy.

11.1.1. The Secretary will notify the membership of the special election at least seven days prior to the meeting.

11.2. At the special election, nominations will be taken from the floor, and ballots will be cast at the meeting.

11.2.1. The previous Nominations and Elections Committee will be responsible for the election.

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11.2.2. The newly elected officer will be installed at that time, and serve out the remainder of the vacated term.

11.3. If the vacated position is that of the Vice President, the Board will call for a special election to choose a new Vice President at the next meeting.

11.3.1. The Secretary will notify the membership of the special election for the position of the Vice President at least seven days prior to the meeting.

11.4. If the vacant position is that of the President, the Vice President will immediately become the Acting President, and the special election will choose a new Vice President.

11.4.1. If the President vacates the office after August 1st, no new Vice President will be elected at the next regular meeting.

11.4.2. If the Secretary or Treasurer vacates the office after August 1 of the year they would normally be elected, no new officer will be elected at the next regular meeting.

11.4.2.1. The President will appoint who will finish out their terms of office.

11.4.3. If the president vacates his office, the vice president will have three options to either:

11.4.3.1. Finish the term of the president until December of that year and take the position of the Past President on the Board of Directors

11.4.3.2. Finish the term of the president and complete the term he would normally have.

11.4.3.3 If the current Vice President declines to take the office of President, then one of the Past Presidents will finish out the current vacated term of the office of President.

11.4.3.4 The selection of a Past President would be upon the approval of the BOD and the Past President.

11.4.3.5. The vice president must notify the Board of Directors and the membership in writing within 14 days of taking over the office which option he has selected.

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## 12. Removal From Office

12.1. Officers may tender their resignation to the President at any time, for any reason.

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12.1.1. The President may tender his resignation to the Past President.

12.1.2. The President and Past President then notify the Board of Directors, and the process in step 11.4 is invoked.

12.2. The membership may request the removal of an Officer.

12.2.1. A request to have an Officer removed, stating just cause, must be signed by 25% of the full membership and must be sent to the President.

12.2.2. Requests for the removal of the President must be sent to the immediate Past President.

12.2.3. The Secretary will send a notice to the entire membership within seven days of the receipt of the request.

12.2.3.1. With this notice, a ballot and a pre-paid envelope will be mailed to the members and auxiliary members.

12.2.3.1.1. The pre-paid stamped envelope will be mailed to one of the past president on the Nominations and Elections committee.

12.2.3.1.2. The member and associate members have 10 calendar days to return the ballot.

12.2.4. The election results of the removal vote will be announced at the next regular meeting.

12.3. An Officer may be removed from the Board only by a 75% majority vote of all the members with voting privileges.

12.3.1. If removed, a special election will take place immediately, as outlined under section 11 above.

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## 13. Finances

13.1. Any requests for or changes to dues must be approved by a two thirds (2/3) vote of the voting members attending a regular meeting.

13.2. Any need for special funding of any other sort that exceeds \$200 will be voted on in an open meeting by the majority of those voting members present.

13.2.1. Anything under \$200 may be approved by the Board of Directors.

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13.3. During the October Meeting, the next year's budget will be proposed to and voted on by the membership for approval.

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## 14. Changes and Interpretation

14.1. Any changes to the Guidelines, the president will establish a committee headed by the Vice President to review and revise the Guidelines.

14.2. The Guidelines Committee will submit the proposed changes to the Board of Directors for their review.

14.3. If the Board of Directors approves the proposed changes, they will provide a copy of the proposed Guideline changes to the full membership a minimum of 10 days prior to the next meeting.

14.3.1. Any suggestions, comments or recommended changes to the proposed Guideline change will be submitted to the president no later than 24 hours prior to the meeting.

14.3.2. All suggestions, comments or recommended changes submitted to the president will be discussed at the meeting.

14.3.3. A full discussion will be held at the meeting prior to any voting taking place.

14.4. Any proposed changes to these Guidelines must be approved by a majority of the voting members present at a regular meeting.

14.5. The Secretary will email (or mail when a member does not have an email address) a copy of the complete new Guidelines to each Member.

14.6. The Guidelines shall be reviewed once every five (5) years.

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## 15. Conflict of Interest

15.1. Members may not use the Buckeye Santas name, logo or insignia for personal profit except to identify themselves as a member of the Buckeye Santas.

15.2. Possible conflicts of interest between members and the Buckeye Santas shall be disclosed to any affected member before any business transactions.

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# Buckeye Santas Guidelines

## 16. Voting

16.1. Members must be present to vote.

16.1.1. No proxies or written instructions will be accepted.

16.1.2. Must be of legal age to vote.

16.2. Full Members and Auxiliary Members whose dues are current and all of their information is up to date can vote.

16.2.1. The Secretary will let a member know if they are current and eligible to vote.

16.2.2. When a special vote such as Election of Officers is to take place, a notice reminding the membership will be sent out one meeting in advance.

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## 17. Dues

17.1. Full Members will pay \$10.00 per year payable yearly.

17.1.1. This will cover the Santa and his extended immediate Claus family (anyone who supports him in his role as Santa Claus).

17.2. Auxiliary Members will pay \$10.00 per year payable yearly.

17.3. All dues, new or renewal, will be paid to the secretary.

17.2.1. This will cover the Member and their extended immediate Claus family (anyone who supports him in his role as Santa Claus).

17.3. Associate Members will pay \$5.00 per year.

17.3.1. If they have a spouse, they will only pay one due for both.

17.4. Any member who is age 70 and over is not required to pay any membership dues at any time to maintain their membership status.

17.4.1. If they choose to, they may pay the appropriate yearly fee for their membership level.

17.5. Hardship and fixed income members may request an exemption for a year.



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17.5.1. If approved by the Board of Directors then they would not be required to pay any fee for that year to maintain their membership status.

17.5.2. Members may submit a letter to the Board of Directors requesting exemption for a year at a time.

17.6. All memberships start on January 1st and end on December 31st of the same year.

17.6.1. This means all dues are to be paid by the end of January.

17.6.2. The Secretary will email renewal notices to all members no later than the 15th of October.

17.6.3. Membership dues can start to be collected in October and continue through January 31st.

17.6.4 Members will be suspended and moved to the inactive list if dues have not been paid by January 31<sup>st</sup>.

17.7. The Founding Members are exempt from paying dues.

17.8. Lifetime memberships must be approved by the Board of Directors and the Advisory Board.

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## 18. Meeting Locations

18.1. All meeting locations will be selected by the President, and approved by the Board of Directors and the Advisory Board.

18.1.1. Meetings will usually be planned to take place on the second Saturday of each month beginning in January through September.

18.1.2. The October meeting be held the third Saturday.

18.1.3. At the last official meeting in October, all Santas shall bring their Santa Suit they wear during the Christmas Season for individual and group photos.

18.2. Notice will be sent out to confirm each meeting date and location ahead of time.

18.2.1. Meeting dates and times will be posted at the Buckeye Santas web site and Buckeye Santas Facebook page as well.

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18.3. Meetings organized for a specific educational, training purpose or social will be referred to as a Special Event.

18.4. Additional meetings of the membership may be called at the discretion of the President.

18.5. All meetings will be for fellowship and or educational purposes, unless otherwise announced by the President.

18.6. There will be two business meetings a year.

18.6.1. The business meetings will be conducted in May and October.

18.6.2. The Secretary will email the membership that such a meeting will be taking place.

18.7. See Host a Buckeye Santas Meeting Appendix B guidelines of where a Buckeye Santas meeting can be held.

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## 19. Appointed Positions

19.1. People who are appointed to these positions by the Board of Directors and for a period of one year.

19.1.1. People who are appointed to these positions may resign at any time.

19.1.1.1. The President will then query the membership for any interest in holding this position.

19.2. Webmaster.

19.2.1. Maintain and update the Buckeye Santas Website.

19.2.1.1. Post the next meeting dates, time and location.

19.2.1.2. Post any pictures provided to them as appropriate

19.2.1.3. Post the minutes of all business meetings.

19.2.1.4. With the Board of Directors approval, post any announcements related to the Buckeye Santas.

19.2.1.4.1. Job posting will not need the Board of Directors approval.

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19.2.2. Maintain and update the Buckeye Santas Facebook Page.

19.2.2.1. Post the next meeting dates, time and location.

19.2.2.2. Post any pictures provided to them as appropriate

19.2.2.3. Post the minutes of all business meetings.

19.2.2.4. With the Board of Directors approval, post any announcements related to the Buckeye Santas.

19.2.2.4.1. Job posting will not need the Board of Directors approval.

19.2.2.5. Control who has access to the Buckeye Santas Facebook page.

19.2.2.6. At the Board of Directors request, remove any negative postings.

19.2.3. The webmaster will provide a copy of the Website ([www.Buckeyesantas.com](http://www.Buckeyesantas.com)) and Facebook Page Password to the Treasurer.

19.3. Historian

19.3.1. Maintain the history of the Buckeye Santas in a book

19.3.2. Membership may provide copies of news articles, cards, or video posts to the Historian.

## 20. Buckeye Santa owned Equipment.

20.1. Any Buckeye Santa member may borrow Buckeye Santa owned Equipment.

20.2. In order to borrow the equipment, they must complete and sign the Equipment Request Form (Appendix D) and submit to either the President or Vice President a minimum of two weeks prior to the required date.

20.2.1. The request shall require the approval of the Board of Directors.

20.2.2. If the equipment is damaged or needs repair, it will be the responsibility of the Buckeye Santas' member to return that equipment in its original condition.

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20.2.3. After the equipment is returned, the Vice President will verify that the equipment is returned in the same condition that it was given.

20.2.4. The Vice President will sign off on the form that the equipment was returned and forward the form to the secretary for filing.

20.2.4.1. The Secretary will maintain the form for a period of five (5) years from the equipment return date.

