



# NORTH CAROLINA JCI SENATE, INC.

## Policy Manual

### Contents

1. Presidential and Delegate Expenses .....	2
2. Contributions/Donations by the Senate .....	2
3. US JCI Senate Guests .....	3
4. Senate Hospitality.....	3
5. Senate Proceeds from Fundraising .....	4
6. Annual Budget .....	4

## 1. Presidential and Delegate Expenses

- A. These reimbursable expenses shall be included in the annual budget of the Senate.
- B. Presidential Meeting Registrations:
  - i. Registration for JCI NC Mid-Year and Year-end Conventions.
  - ii. Registration for Region IV Fall and Spring meetings.
  - iii. Registration for US JCI Senate meetings, excluding early hospitality, tours and late fees.
  - iv. Registrations are non-refundable unless there is a justifiable emergency.
- C. Presidential Hotel Room(s):
  - i. 2 room nights for NC Senate meetings held at JCI NC Mid-Year and Year-end Convention.
  - ii. 1 room night for Region IV Fall and Spring meetings.
  - iii. 2 room night for US JCI Senate Fall and Winter Board meetings.
  - iv. 3 room nights for US JCI Senate National (Year-End) meeting.
  - v. 1 room night for NC JCI Senate Year-End (Annual) meeting.
- D. If the current President is unable to attend the US JCI Senate National (Year-End) meeting, the incoming President will be reimbursed for registration and room nights.
- E. Voting Delegate to meetings of the US JCI Senate.  
The voting delegate selected by the President shall be reimbursed the cost of one room night or representing the Senate at these meetings.
- F. All Room night reimbursements shall be at the published group rate plus any applicable taxes charged by hotel as set forth in the registration form.

## 2. Contributions/Donations by the Senate

The followings expenses shall be included in the annual budget of the Senate.

- A. One-hundred-dollar (\$100.00) donation to Region IV War Chest.
- B. One-hundred-dollar (\$100.00) prize donation to US JCI Senate Sweepstakes.
- C. One-hundred-dollar (\$100.00) donation to US JCI Senate Foundation.
- D. One-hundred-dollar (\$100.00) contribution to the Regions Party.
- E. One-hundred-dollar (\$100.00) contribution to President's discretionary fund.

- F. One-hundred-dollar (\$100.00) contribution as memorials (which shall be \$25.00 each) to acknowledge a death within the immediate family of a current elected officers or Past Presidents (Sunshine fund).
- G. Two, five-hundred-dollar (\$500.00) payments to Kyle Byrd Memorial Scholarship winners to be the first payments made from the profit of the Jim Ollis / Bobby Saunders Memorial Golf Tournament before any other donations are recommended.

### 3. US JCI Senate Guests

- A. The Senate will pay registration and up to 2 nights lodging for the US JCI Senate President and their spouse/partner to attend the JCI NC Year-end Convention or another Senate meeting during the Senate year. Should the US JCI Senate President be unable to attend, this would also apply to any designee the US JCI Senate President may send as a representative.
- B. The Senate will pay registration and up to 2 nights lodging for the Region IV National Vice President and their spouse/partner for one meeting during the Senate year.

### 4. Senate Hospitality

- A. The President coordinates rental of a Hospitality Suite for the NC JCI Mid-Year and Year-end Convention at the host hotel through the chairman of each convention, normally a North Carolina Jaycee.
- B. The Senate pays for a Hospitality Suite and beverages at Senate meetings. The Hospitality Chairpersons may occupy the suite at no cost. The Hospitality Chairpersons are responsible for the security of the suite during these conventions and providing hospitality at appropriate hours serving food, snacks and beverages. The Hospitality Chairpersons will provide food and snacks at no cost to the Senate. The Beverage co-Chairman will obtain all beverages provided in the Hospitality Suite and submit receipts for reimbursement.
- C. Hospitality Entry fees should be an offset to suite rental and beverage expenses as included in the annual budget.
- D. Since hospitality beverages include alcohol, admission should be for only Senators and their adult guests and Parents/Guardian must be present with

anyone under 21. The Hospitality Suite or any other Senate Hospitality Items shall be closed during all Senate membership meetings.

## 5. Senate Proceeds from Fundraising

- A. The Senate will retain a minimum of 15% of the proceeds from the NC JCI Senate Sweepstakes Raffle and Silent Auction and the Jim Ollis / Bobby Saunders Memorial Golf Tournament. The remainder of the proceeds from these two events can be distributed to various NC JCI priority projects, JCI NC, and / or charities as recommended by each chairman and approved by a vote of the Executive Committee and the Senate membership.
- B. The Senate will retain a minimum of 15% from any other NC Senate project as designated by the Executive Committee.
- C. A majority vote for a policy change by the general membership would be required to change this percent lower than 15%.

## 6. Annual Budget

- A. The Senate budget will run from July 1 to June 30.
- B. The SENATE budget submitted for approval by the membership must be realistic and balanced without intending to take money from “reserves” of the SENATE bank accounts remaining from past years. If necessary to balance the budget, other desired expenses may need to be reduced.

These Policies were adopted by the SENATE Executive Committee and shall be effective July 21, 2025.

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Secretary

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President