

## **Volunteer Fee at the Hamilton Victoria Curling Club**

### **HVCC – A Volunteer Run Organization**

The Hamilton Victoria Curling Club runs on the hard work of volunteers year after year, and we want to recognize these efforts from the very first day of the season understanding that, by the time the ice has gone in and curlers are lacing up their shoes, a number of individuals have already completed their required 8 hours of volunteer time. We also know that there are many people who know they will be completing the 8 hours by the time the season is done, whether that be through kitchen work for bonspiels, convening a league, coaching rental groups, or helping maintain our building, and that you might not love that we temporarily take a fee from you at the beginning of the season just to have it returned later. However, not everyone has the extra time to be spent at the Club outside of their game time. Those who fall into the latter category support our Club by paying into the volunteer fee.

### **A Change in the Format of the Volunteer Fee**

As a way of understanding the value that all members provide to our Club, the HVCC Board of Directors has voted to move to an “*Opt-In*” format for the volunteer fee. This means that if you are one of those people who knows that they will certainly contribute to the volunteer activities for the 2023-2024 season you will not pay any volunteer fee up front, thereby removing the need to wait for a cheque to be written and returned to you upon completion of the required volunteer hours. Those who choose to support the Club through a donation of money, rather than time, should select the volunteer fee option to be added to their membership fees for the season.

### **Tracking Volunteers**

In the past, individuals who have volunteered have had the opportunity to submit their volunteer hours to the Club office to be confirmed and have a refund cheque written to them. A tracking system of who has volunteered will still be in place, with the primary change for the 2023-2024 season being that these hours must be submitted by every individual. If you choose to not pay the *Opt-In Volunteer Fee*, whether you are a Board of Directors member, league convenor, bonspiel chef extraordinaire, or the most eager coach this town has ever seen, you must submit your hours before the end of the season.

### ***Submitting Your Hours***

There will be two options for how to submit your hours: on paper or online.

- Paper volunteer tracking forms can be found in the office, completed by the member, and submitted for review (the same form as was used in previous years)
- If you prefer an online option, you can go to our website at [hamiltonvictoriacurlingclub.com](http://hamiltonvictoriacurlingclub.com), select the “Members +” menu option, then “My Info +” (on a computer hover on the option do not click), and then select “Volunteer Log”. From here, please select “Add New Volunteer Log Entry” to share with us the work that you did

Those who do not complete 8 hours by the end of the season but that did not pay the volunteer fee will be charged an additional volunteer fee plus a \$20 administrative fee in the following season. An email reminder to all those who have not yet submitted their hours will be sent in April.

### **Opting-In but Completing Volunteer Hours**

If you opted in to the fee at the beginning of the season but then end up participating in volunteer work, you should submit the hours using the options listed in the above section and then email us at [board@hamiltonvictoriacub.com](mailto:board@hamiltonvictoriacub.com)

### **Volunteer Exemptions**

As was the case in previous seasons, some people are exempt from the volunteer fee. U21, U18, and new member membership types do not have the volunteer fee applied. If you are registered in one of these membership groups, you do not need to pay the volunteer fee.