

**AUBURN AREA RECREATION AND PARK DISTRICT MEETING OF THE  
PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE AGENDA**

**WEDNESDAY, JANUARY 22, 2020, 1:00 PM**

**CANYON VIEW COMMUNITY CENTER  
471 MAIDU DRIVE, AUBURN, CA 95603**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (530) 537-2187. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

**1.0 CALL TO ORDER**

Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_

**2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

**3.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.**

**4.0 BUSINESS**

**4.1 Approval of Minutes from the December 4, 2019 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

**Recommendation:** Review and approve minutes.

**4.2 CalPERS Change in Auburn Area Recreation and Park District's Medical Family Benefit**

Shall the Auburn Area Recreation and Park District (ARD) recommend approving changes to the Personnel Policy for a retro-active increase in District benefits for the CalPERS medical coverage for non-represented full-time employees?

**4.3 Amending Board Procedures and Responsibilities Manual – Elections of Officers and Roll Call Votes**

Shall the Auburn Area Recreation and Park District (ARD) amend the Board Procedures and Responsibilities Manual to include election of officers language, roll call language and various other minor edits?

**4.4 Approval of Legal Bills**

**Recommendation:** Review and approval of legal bills.

**Discussion Item:**

1. Donor Policies, Procedures and Recognition – see attachments.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM,  
PERSONNEL, POLICY & FEE COMMITTEE MEETINGS**

None.

**5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNMENT**

AUBURN AREA RECREATION AND PARK DISTRICT  
This agenda is hereby certified to have been posted as follows:

1-17-20  
Date

10:00 AM  
Time

P. Larson  
Secretary to the Board

**Auburn Area Recreation and Park District  
Minutes  
of the Program, Personnel, Policy, Fee & Legal Review Committee Meeting  
Wednesday, December 4, 2019 at 1:00 PM  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA 95603**

**1.0 CALL TO ORDER**

The meeting of the Program, Personnel, Policy, Fee & Legal Review Committee was called to order at 1:07 p.m.

**ROLL CALL**

Directors Holbrook and Ainsleigh were present.

**2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

The agenda was approved by Director Ainsleigh.

**3.0 PUBLIC COMMENT- This is the time wherein any person may comment on Any item not on the agenda within the subject matter jurisdiction of the Committee. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limit of three minutes.**

None.

**4.0 BUSINESS**

**4.1 Approval of Minutes from the November 13, 2019 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

The minutes from the October 23, 2019 Program, Personnel, Policy, Fee & Legal Review Committee meeting were reviewed and approved by Director Ainsleigh.

**4.2 Banning Neonicotinoid Pesticide Use in ARD Parks**

Director Ainsleigh requested that this item be postponed indefinitely until he asks to bring it up again.

**4.3 Job Description Update for Account Clerk II**

The Committee reviewed this item and forwarded it to the Board of Directors Consent Calendar for approval.

**Discussion Item:**

1. Donor Policies, Procedures and Recognition – This item was discussed by the Committee and forwarded to the January Program, Personnel, Policy, Fee & Legal Review Committee meeting for further information/consideration.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE MEETINGS**

None.

**5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNED**

As there was no further business, the meeting was adjourned at 1:51 p.m.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

**Item 4.2 Cover Sheet for Policy Amendment and CalPERS Change in District's Medical Family Benefit**

Auburn Area Recreation and Park District Program, Personnel, Policy, Fee & Legal Review Committee Meeting, January, 2020.

**The Issue:** Shall the Auburn Area Recreation and Park District (ARD) recommend approving changes to Personnel Policy for a retro-active increase in District benefits for the CalPERS medical coverage for non-represented full-time employees?

**Background:** The Board of Directors approved a second tier in family covered benefits for non-represented as well as represented employees beginning April 1<sup>st</sup>, 2014. This second tier had decreased benefits.

The Board of Directors approved an increase, providing coverage for families of represented full time employees, up to \$700, with the 2017-2020 Union Contract. No change was made to the non-represented full-time employee coverage.

On September 6, 2018 an employee was promoted to a management position and was given CalPERS benefits in line with pre-2014 policy in error.

On September 16, 2019 a new manager was hired and was given CalPERS benefits in line with pre-2014 policy in error.

**Existing Medical Policy (Beginning April 1, 2014), last paragraph:**

For Non-represented employees hired after March 31, 2014, the District will provide Medical Insurance Coverage as listed above except that such coverage is for the employee only. Should an eligible full-time employee wish to include dependent or family coverage, he or she may purchase said coverage through the Districts medical insurance policy via payroll deduction or directly via check.

**Proposed Medical Policy**

Amend the policy as follows:

For Non-represented employees hired after **October 1, 2019, March 31, 2014**, the District will provide Medical Insurance Coverage as listed above except that such coverage is for the employee only. Should an eligible full-time employee wish to include dependent or family coverage, he or

she may purchase said coverage through the Districts medical insurance policy via payroll deduction or directly via check.

Arguments in favor of making this amendment include:

- 1) In 2014, drastic cuts were made to withstand the economy of that time and in 2017 when the represented employee benefits were adjusted, the second tier, non-represented staff's benefits should have been adjusted as well, but were not.
- 2) Currently, the only positions that are full time in the non-represented staff are management positions. These positions need reasonable family benefits for recruitment and retention.
- 3) In the current economy temperature, demands are for a competitive benefit package.
- 4) Staff consistently budgeted for these benefits, unknowingly missing the last paragraph in the Policy. This error is also budgeted for in future Fiscal Years.
- 5) A dollar in benefits costs the District less than a dollar in pay due to payroll roll-ups based on a percentage (W/C, retirement, FICA).

**Recommendation:** Staff recommends changing the District's family benefit plan as written.

**Fiscal Impact:** The fiscal impact for 2019/2020 is \$3,476 based on the employees that we have enrolled for January 2020, which is within the budgeted benefit expense assumption. The fiscal impact for 2020/2021 is \$20,853.

**Attachments:** Medical Policy regarding CalPERS Health Insurance.

## **A. Medical Health Insurance Benefits**

Each employee should consult the applicable Insurance Provider information packet for more detailed information concerning eligibility, co-payments, other charges, and benefits. Employees are required to meet all co-payment requirements and regulations of the Insurance Provider.

The District provides a comprehensive medical insurance plan for eligible employees and their dependents. In the event of an increase in medical insurance premium rates, all employees may be required to contribute to the cost of increased premiums to retain coverage. Details about medical insurance coverage are available in a separate publication distributed by the Administrative Services Manager.

Medical insurance benefits become effective on the first day of the month following the first full month of continuous service. Coverage is available for full-time employees and their dependents and for regular part-time employees who work an average of thirty (30) hours per week and their dependents. Part-time employees who average less than thirty (30) hours per week, seasonal employees, temporary employees, on-call employees, volunteers and independent contractors are ineligible for medical benefits.

The District contribution is made in accordance with the allowable rate as allocated by current union agreements and policies adopted by the Board of Directors.

### **Open Enrollment**

An employee may change providers or coverage once a year during the December open enrollment period. Employees experiencing a change in family status may change benefits to reflect this change at any time during the year.

## **HEALTH AND WELFARE BENEFITS DETAIL**

### **A. CalPERS Medical plan available to Non-represented employees**

As per CalPERS policy, employees have a choice of four medical providers:

1. Anthem Blue Cross
2. Kaiser
3. Blue Shield
4. United Healthcare
5. Pers
6. PORAC Region 1

## 7. Western Health Advantage

The Administrative Services Manager has detailed information regarding each of these plans, including sub classifications that some of these plans offer.

For Non-represented employees, the District shall contribute the following maximum premium amounts toward any plan chosen by an employee:

\$605 for a single employee

\$1210 for an employee and dependent

\$1595 for a family plan

An employee may opt out of District provided coverage for themselves, for themselves and/or a dependent, or for themselves and/or their family. However, the Affordable Care Act mandates that all employees have health insurance coverage. Consequently, any employee that opts out of a District provided health insurance plan must find coverage independently from the Auburn Recreation District. The District will reimburse an employee's medical insurance premium up to the stated amounts above, provided that an invoice from a medical insurer is provided monthly to the accounting department. The District cannot pay the premium directly to the insurance provider.

Alternatively, an employee may choose to be covered by the District's CalPERS insurance coverage and not provide coverage to their dependents through CalPERS. In such a case, the District will pay the premium for the employee's coverage and reimburse the employee for the premium for dependents coverage up to the maximum amounts listed above, inclusive of the CalPERS employee premium. The employee must provide an invoice from the medical insurer monthly to the accounting department for reimbursement. The District cannot pay the premium directly to the insurance provider.

Additionally, the District will continue to pay for dental and life insurance as before for eligible employees.

Eligible part time, non-represented employees working 30 or more hours per week will continue to be able to obtain medical coverage on the same basis as before, but through the new CalPERS plan. Coverage is for employee only and no dental or life insurance is provided by the District.

For Non-represented employees hired after March 31, 2014, the District will provide Medical Insurance Coverage as listed above except that such coverage is for the employee only. Should an eligible full time employee wish to include dependent or family coverage, he or she may purchase said coverage through the Districts medical insurance policy via payroll deduction or directly via check.

## B. Kaiser Health Plans for represented employees



Kaiser H.S.A 0/2000 deductible plan (main plan)

Kaiser HMO 30 co-pay plan (alternative plan)

1. The District's main medical plan is H.S.A coverage and the HMO 30 plan is the alternative coverage.
2. Beginning on December 1, 2014, any and all increases in medical insurance premiums exceeding 8% shall be borne equally by the District and by the employee.
3. Due to open enrollment restrictions, any employee wishing to change plans from one type of coverage to another shall be allowed to do so only during the December 2014 open enrollment period. Until open enrollment in December of 2014, the plans shall remain in place as is.
4. The District began offering Health Savings Accounts (HSA) for all employees beginning with open enrollment on June 1, 2008. The District will contribute 50% of the premium differential for the HSA to a debit card based HSA program. For calculation purposes, the premium differential will be based on the premium of the Kaiser HMO \$30 Co-Pay Plan. The District reserves the right to change medical insurance coverage to an H.S.A only program at any time and to modify its contribution rate towards the debit card based H.S.A program.
5. The District will pay a maximum of \$550.00 per month for the following benefits for eligible full-time employees in accordance to District Personnel Policy and the District's insurance contracts.
  - a. Employee only medical insurance premium, and
  - b. Employee only dental insurance premium, and
  - c. Employee only life insurance premium.

If the total premiums do not reach the maximum amount of \$550.00 per month for the above benefits, any remaining amount of the \$550.00 per month can be used only for spouse and/or dependent's medical insurance premium, in accordance to District Personnel Policy and the District's insurance contracts.

If an employee elects medical insurance coverage for a spouse and/or dependent(s) and the premium exceeds \$550.00 per month, when combined with coverage's 1.a, 1 and 2 as listed above, the District and the employee will each pay fifty percent (50%) of the amount exceeding the \$550.00 per month cap. The employee portion for said coverage shall be in accordance with the following limits:

The maximum employee contribution per month for the above coverage shall not exceed \$300.00 per month, not inclusive of the equal split of increased annual health insurance premiums. All employees are subject to the equal split of

increased premiums regardless of contribution, if any, that the employee is responsible for.

6. The District will pay the amount of the monthly premiums for the following benefits for eligible full-time employees, in accordance to District Personnel Policy and the District's insurance contracts, for employees whose plans exceed the \$550.00 per month maximum for employee only insurance coverage for the following:

1. Employee only medical insurance premium for the least expensive plan offered by the District, and;
2. Employee only dental insurance premium, and;
3. Employee only life insurance premium.

In the event of choosing an alternate insurance plan as allowed by the District's insurance contracts, the employee will pay any premium amount exceeding the amount of the least expensive plan offered by the District.

7. Employees will pay all costs for the following:

1. Spouse and/or dependent dental insurance.

### **Employees hired after March 31, 2014:**

a. The District will pay for the following benefits for eligible full time employees in accordance with District Personnel Policy and the District's insurance contracts.

1. Employee only medical insurance premium, and
2. Employee only dental insurance premium, and
3. Employee only life insurance premium.

c. Employees will pay all costs for the following:

1. Spouse and/or dependent medical insurance premiums;
2. Spouse and/or dependent dental insurance;
3. Spouse and/or dependent life insurance.
4. All other elective insurance coverage.

**Additional Terms Applicable To All Covered Employees:**

1. The main District plan is the H.S.A only coverage and the HMO 30 plan is considered the alternative coverage
2. For all represented employees hired prior to July 1, 2014, beginning on December 1, 2017, and for the duration of this agreement, any and all increases in medical insurance premiums exceeding 8% shall be borne equally by the District and by the employee.
3. Due to open enrollment restrictions, any employee wishing to change plans from one type of coverage to another shall be allowed to do so only during the December 2017 open enrollment period and each December thereafter
1. The District began offering Health Savings Accounts (HSA) for all employees beginning with open enrollment on June 1, 2008. The District will contribute 50% of the premium differential for the HSA to a debit card based HSA program. For calculation purposes, the premium differential will be based on the premium of the Kaiser HMO \$30 Co-Pay Plan. The District reserves the right to change medical insurance coverage to an H.S.A only program at any time and to modify its contribution rate towards the debit card based H.S.A program.

## **Item 4.3 Cover sheet – Amending Board Procedures and Responsibilities Manual – Elections of Officers and Roll Call Votes**

**Auburn Area Recreation and Park District January 2020 Policy committee;**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) amend the Board Procedures and Responsibilities Manual to include election of officers language, roll call language and various other minor edits? Director Lynch has requested that these edits be considered.

### **Background**

It is proposed that the ARD Board Procedures and Responsibilities Manual be amended for the following items (please reference the attached version of the manual with proposals highlighted):

- That the ARD Vice Chairperson be assigned the administrative duties related to the District Administrator's Performance Evaluation
- That policies and procedures for the election of officers be included in the Manual
- That the word "normally" be added to the section describing the regular ARD Board meetings
- That clean-up language removing a reference to the "Secretary" position be made
- That clean-up language on voting be made

### **Recommendation for the Board of Directors**

Review and make any suggested edits. Send to the ARD Board with a positive recommendation.

### **Fiscal Impact**

There is no fiscal impact to amending these policies and procedures.

### **Attachments**

ARD Board Procedures and Responsibilities Manual (pages 1 – 9).

**II**  
**BOARD PROCEDURES**  
**and**  
**RESPONSIBILITIES**

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**Section I** **CODE OF CONDUCT**

The Code of Conduct is to establish and uphold uniform standards of professional conduct for Board Members. Board Members must be fully aware of the ethical responsibilities of their position and must strive to live up to the highest possible standards.

The Code of Conduct requires during the course of performing Board Member duties a Board Member must:

1. behave honestly and with integrity;
2. act with care and diligence;
3. relate to others with consideration, respect, courtesy;
4. comply with all applicable laws and District policies and procedures;
5. maintain appropriate confidentiality as appropriate and required;
6. disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent);
7. use District resources in a proper manner;
8. not use a Board Member's , privilege, status, power or authority, in order to gain, or seek to gain, a benefit or advantage for the Board Member or any other person;
9. conduct themselves in appearance and behavior in such a manner appropriate for the position of public trust they hold;
10. be responsible for their own standard of professional performance and take every reasonable opportunity to enhance and improve their level of knowledge and confidence;
11. be accountable for adherence to the Code of Conduct.

## **Section II**

## **RESPONSIBILITIES AND DUTIES OF THE BOARD**

A policy as used herein, is a definite course of action adopted by the Board of Directors. It defines what shall be done, what purpose shall be pursued, what principles shall govern, what programs shall be followed, what financial procedure shall operate, what personnel practices shall be, and what course of action shall be taken. Policies are guidelines for everyone in the organization, employees and volunteers, in all applicable situations. Only the Board of Directors can change policy or vote exceptions.

Policy determination is the responsibility of the Board alone. Policy execution is the responsibility of the District Administrator and staff.

### **BOARD RESPONSIBILITIES.**

1. Board Members should understand that parks and recreation plays a significant and important role in the Community.
2. Board Members should look objectively at their responsibility as a Board Member, ensure District keeps abreast of the Recreation needs of the Community, and assess changing needs on an annual basis.
3. Board Members should have the courage to resist pressures of all types and insist upon high standards for themselves and the District.
4. Board Members should be aware of their role as Board Members, acting in concert with their fellow Board Members without usurping the function of the District Administrator.
5. Board Members should attend all regularly scheduled Board Meetings and/or assigned Committee Meetings.
6. Board Members should be informed and prepared to the best of their ability.
7. Review, evaluate, and approve the following:
  - A. Evaluate and make recommendations regarding policies.
  - B. Approve fees and charges for recreation facilities and parks.

- C. Approve policies for use of community centers, pools, parks, and other facilities.
- D. Approve salary schedules and new job descriptions.
- E. Hear appeals in accordance with the District's Personnel Policy.
- F. Approve the fiscal year operating budget.
- G. Review monthly financial expenditures.
- H. Recommend budgetary items for fiscal Capital Outlay Budget for new projects.
- I. Approve acquisition of new sites.
- J. Approve types of facilities that should be planned for development.
- K. Inspect Capital Improvement Facilities over \$25,000 prior to final acceptance.

**BOARD DUTIES.**

- 1. To perform their legal responsibility.
- 2. To approve policy and ordinances.
- 3. To select, employ, supervise and if necessary, dismiss the District Administrator.
- 4. To review, approve and oversee the budget and financial reports.
- 5. To assure there are effective policies.
- 6. To maintain good public relations.

**DUTIES OF CHAIRPERSON:**

It shall be the duty of the Chairperson to preside at all meetings of the Board; to appoint committees and to call special meetings when it may be deemed appropriate and in accordance with policies and applicable laws.

**DUTIES OF THE VICE-CHAIRPERSON:**

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson.

The Vice-Chairperson is also responsible for circulating, collecting and tabulating the District Administrator's Annual Performance Review, to be shared with the rest of the Board and the Administrator when completed.

**LEASES, CONTRACTS, ETC.:**

All leases, contracts, etc., entered into by the Board and receiving Board approval, shall be signed by the Chairperson and/or the District Administrator or as authorized by other Board action.

**Section III BOARD PROCEDURES AND CONDUCT OF BOARD MEETINGS**

**ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

The Chairperson and Vice-Chairperson shall be elected at the last scheduled Board of Directors meeting of each year. The election shall take place at the conclusion of all business items and will use the following procedures with the Chairperson being nominated and elected first, followed by the nomination and election of the Vice Chairperson:

Each Board Member has the right to nominate another Board Member. No second is required for a nomination.

Elections proceed by voting on nominees in the order in which they were nominated. Members first vote on the election of the first nominee. If that person does not receive a minimum of three (3) votes, then a vote is taken on the second Board Member nominated, and so on, until a Board Member receives three votes. If a nominee is elected, a vote is not taken on the remaining nominees, since the position is filled. If no one is elected, nominations and voting are reopened, following the same procedures, until the position is filled.

The new Chairperson shall make appointments to each Standing Committee after the elections. The appointments shall be made no later than December 31<sup>st</sup> of each year.

## COMMITTEES – DEFINITIONS & RESPONSIBILITIES FOR EACH COMMITTEE:

### PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE.

The Program, Personnel, Policy, Fee and Legal Review Committee has an agenda, is generally composed of two Board Members and is responsible for the following:

1. Review and possibly revise all written policies sent for recommendation.
2. These policies can be brought by Board, staff or via legal mandate.
3. Draft policies should be prepared by staff. Upon review, corrections and/or revisions will be forwarded to the Board or to the District's attorneys for further action as required.
4. Review all new job descriptions and proposed changes to current job descriptions.
5. Review the District's Activity Guide.
6. Review proposals from the Board or public for new programs or services to be offered.
7. Review proposed changes to all rentals and other fees. This includes, but is not limited to: Processing fees, rental fees, custodial fees, and public swim fees. Program fees will not be reviewed unless specifically requested by a Board member, staff or member of the public.
8. Review and approve/disapprove all legal billings received by the District.

### FINANCE COMMITTEE.

The Finance Committee has an agenda, is generally composed of two Board Members and is responsible for the following:

1. Review and forward to the Board all monthly financial statements as presented by staff. This should include summaries of all checks and other payments made. This review is for the purpose of accuracy and comparison with budget.
2. Evaluation of budget performance.
3. Review fiscal impact of items, if such items are above District Administrator limits.
4. Review the fiscal impact of new job descriptions and proposed changes to current job descriptions.
5. Review the fiscal impact of changes to the project list.

### ACQUISITION & DEVELOPMENT COMMITTEE.

The Acquisition & Development Committee has an agenda, is generally composed of two Board Members and is responsible for the following:



1. Review the staff prepared project list and send recommendations to the Board for approval.
2. Review and track the Board approved project list.
3. Make recommendations to the Board for changes in the approved project list.
4. Review and approve all contracted projects prior to final payment.
5. Review and make recommendations for construction or projected related contracts.
6. Review proposed acquisitions and make recommendations to the Board.

#### PROCEDURES FOR THE CONDUCT OF BOARD AND COMMITTEE MEETINGS.

The Board of Directors of the Auburn Area Recreation & Park District deems it advisable to establish written procedures for the conduct of its Board meetings to conform with current legislation as it relates to the Ralph M. Brown Act, California Government Code Section 54950 et. seq., and proper parliamentary procedure, pursuant to the authority provided in Public Resources Code Section 5782, hereby adopts the following procedural rules for the conduct of its meetings:

Regular Meetings – The regular meetings of the Board of Directors shall normally be held on the last Thursday of each month at 6:00 p.m. The November and December Board meetings will be scheduled in consideration of recognized holidays. All regular meetings shall be held at the Canyon View Community Center, 471 Maidu Dr., Auburn, California unless otherwise noticed. An agenda containing a brief general description of each matter to be considered or discussed must be posted at least 72 hours prior to the meeting in accordance with Chapter IV of Government Code Section 54954.2.

Board Policy on Attendance of Regular Board Meetings – Pursuant to Government Code Section 1770 (g), it shall be Board policy that an office will become vacant upon the case of any Board member who has been absent from the Board meetings for a period of three consecutive months.

Government Code Section 1770: An office becomes vacant on the happening of any of the following events before the expiration of the term:

Government Code Section 1770 (g): His or her ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state with the permission required by law.

If a Board member is going to be absent at a Board meeting, the Board Chairperson or District Administrator should be notified prior to the meeting.

#### Board Policy on Rescheduling and Attendance of Committee Meetings

Committee Meetings – Once an Agenda has been posted and a committee meeting has been scheduled, committee meetings may not be cancelled unless by mutual agreement that both committee members are unable to attend.

If a committee member is unable to attend a committee meeting, the other member of the committee will conduct the meeting.

Special Meetings – Special Board meetings may be called at any time by the presiding officer of the Board of Directors, or by a majority of the members of the Board of Directors by delivering written notice to each member of the legislative body and to each local newspaper of general circulation and radio or television station requesting notice in writing. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time

of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the legislative body. The written notice may be dispensed with by any member who at, or prior to the time the meeting convenes, files with the clerk or secretary of the legislative body a written waiver of notice. The waiver may be given by telegram. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. Government Code Section 54956 of the Public Resource Code.

Emergency Meetings – An Emergency meeting shall be called as provided in Section 54956.5 of the Government Code of the State of California in the event of work stoppage or crippling disaster. Such a meeting may be called with one (1) hour notice.

Closed Session – All items to be considered in closed session must be described in the notice or agenda for the meeting. Prior to each closed session, the body may orally announce the subject matter of the closed session. If final action is taken in closed session, the body must report the action in open session in accordance with Chapter IV of Government Code Section 54954.2, 54954.5, 54957.1, and 54957.7.

#### CONDUCT OF BUSINESS:

Any meeting of the Board of Directors may be adjourned to a time and place specified in the order of adjournment. Unless otherwise noticed, meetings shall be held at the District office located at 471 Maidu Drive, Auburn, California.

At the December meeting of each calendar year or at the first meeting of a newly seated Board of Directors, the Board of Directors shall elect a Chairperson and Vice Chairperson to serve for a period of one (1) year or until the election of their successors.

Meetings of the Board of Directors shall be conducted by the Chairperson in a manner consistent with the policies of the District. Rosenberg's Rules of Order may be used as a general guideline for meeting protocol. District policies shall prevail whenever they are in conflict with Rosenberg's Rules of Order.

Writings which are public records, except those exempt from public disclosure as provided by the Government (or other) Code, which are distributed prior to commencement of a public meeting, or during a public meeting, shall be made available for prior inspection upon request.

PRESIDING OFFICER – DESIGNATION. The Chairperson, or in his/her absence the Vice-Chairperson, shall take the chair at the hour appointed for the meeting and shall call the Board to order. In the absence of the Chairperson and the Vice-Chairperson, **the Secretary of the Board the senior Board Member** shall call the Board to order, whereupon a Temporary Chairperson shall be selected by the Board Members present. Upon the arrival of the Chairperson or the Vice-Chairperson, as the case may be, the person who is then presiding shall relinquish the chair at the conclusion of the business then before the Board.

CHAIRPERSON – POWERS AND DUTIES. The Chairperson shall act as the Presiding Officer and shall assume his/her place and duties, as such, immediately following his/her election.

He/she shall preserve order and decorum at all Board meetings, state questions coming before the Board, announce its decision on all subjects and decide all questions of order; subject, however, to appeal by a Board Member to the Board as a whole, in which event the majority shall govern and conclusively determine such questions of order.

He/she may vote on all questions on Roll Call vote. His/her name should be called last.

The Chairperson shall sign all ordinances and resolutions adopted and contracts approved by the Board at meetings at which he/she is in attendance. In the event of his/her absence, the District Administrator or other individual as approved by Board Action shall sign such documents.

The Presiding Officer shall control public debate so that repetitive or irrelevant statements are not made, so that where public participation is in order, everyone will have a chance to speak before other persons have a second chance to speak, to expedite business at hand and to prevent Board meetings from being used as a forum for libel, slander or otherwise defamation of persons, under the cloak of "public privilege."

ROLL CALL. Before proceeding with the business of the Board, the Clerk to Board shall call the roll of the members and the names of those present shall be entered in the minutes.

GAINING THE FLOOR. Every Board Member desiring to speak shall first address the chair and gain recognition by the Presiding Officer. Such member shall confine himself/herself to the question under debate, avoiding reference to character and indecorous language. Every Board Member desiring to question the District staff shall, after recognition by the Presiding Officer, address their questions to the District Administrator, who shall be entitled to answer either for themselves or designate a member of the staff or other for that purpose.

INTERRUPTIONS OF A BOARD MEMBER. A Board Member, once recognized, shall not be interrupted while speaking unless called to order by the Presiding Officer, or unless a point of order or personal privilege is raised by another Board Member, or unless the speaker chooses to yield to a question by another Board Member. If a Board Member, while speaking, is called to order, he/she may not proceed. A Board Member, when speaking, shall speak to the subject matter of the item on the floor and shall keep his/her remarks to a reasonable length. If a Board Member fails to do so, he/she may be called to order by a point of order.

Members of the District staff, after recognition by the Presiding Officer, shall hold the floor until completion of their remarks or until recognition is withdrawn by the Presiding Officer.

PROPRIETY OF CONDUCT OF BOARD. Members of the Board must observe order and decorum and shall not by conversation or otherwise, delay or interrupt the proceedings of the Board or in any way make or disturb any other member of the Board while speaking or refuse to obey the order of the Board or Presiding Officer, except as in this Resolution otherwise provided.

PUBLIC COMMUNICATION. No person shall be entitled to make an oral presentation to the Board under "Public Comment" or at any other time or place who has not been recognized by the Presiding Officer.

The public shall have the opportunity to address each item placed on the agenda after each agenda item has been called and introduced by the Chairperson or presented by staff, and before motion by the Board.

ORAL PRESENTATION BY MEMBER(S) OF AUDIENCE. The purpose of oral presentations at Board meetings, as well as written presentations, is to hear the public expression thereon and to

assist the Board by advising the Board of facts and circumstances not otherwise known to it. The Board considers that such presentations are helpful to it in arriving at its decisions. However, presentations that are repetitive of previous presentations and/or irrelevant to the issue in question are not helpful and are thus out of order.

The Board welcomes information and expressions of opinion from members of the public on any item which it may be considering. However, in an effort to maintain proper decorum, the following provisions shall apply to oral presentation by the public:

1. The Presiding Officer or Board may bar from further audience before the Board at that meeting any person who:
  - A. Makes any personal, impertinent or defamatory remarks;
  - B. Becomes boisterous or disruptive while addressing the Board;
  - C. Speaks without being recognized by the Presiding Officer; or
  - D. Violates any rules of order established by this Resolution or the Board.

The ruling of the Presiding Officer to bar an individual from further audience at that meeting shall be final and conclusive, subject only to right of appeal by any Board Member to the entire Board, as provided by in this Policy.

2. Any person who engages in disorderly conduct, such as hand clapping, stamping of feet, whistling, using profane language, yelling or similar demonstration which conduct disturbs the peace and good order of the meeting, shall be guilty of a misdemeanor and, at the request of the Presiding Officer of the Board, the Sergeant-at-Arms shall remove any such person from the Board chambers, or place them under arrest, or both.
3. Any person who refuses to comply with the lawful order of the Presiding Officer shall be guilty of a misdemeanor and at the request of the Presiding Officer or the Board, the Sergeant-at-Arms shall remove such person from the Board chambers or place them under arrest, or both.
4. In the event that the Board shall take the action specified in subparagraphs A, B, or C of this section, such actions may be taken by motion adopted by the Board.

**ADDRESSING THE BOARD – SPOKESPERSON FOR GROUPS OR SPOKESPERSON FOR GROUPS OF PERSONS.** In order to expedite matters and avoid repetitious presentations, whenever a group of persons wish to address the Board on the same subject matter, it shall be proper for the Presiding Officer to inquire whether or not the group has a spokesperson and, if so, that he/she be heard with the speakers from the group following such spokesperson to be limited to facts not presented by the group spokesperson.

**ADDRESSING THE BOARD – PROCEDURE.** Each person desiring to address the Board shall approach the podium, state their name and address for the record (optional) and state the subject which they wish to discuss (unless they are speaking to an agenda item), state whom they represent if there on behalf of an organization or other persons, and shall limit their remarks to three (3) minutes. If it is determined that circumstances such as the presence of many speakers or the need to hear a lengthier presentation exists, the Presiding Officer, with the consent of the Board, may grant more or less time for public comment. Such changes to the time limit shall be enforced fairly and without regard to speakers' viewpoints. Speakers shall confine remarks to the subject matter which was previously stated or which is pending before the Board. No person shall address the Board unless they have first been recognized by the Presiding Officer.

All remarks shall be made to the Board as a whole, and not to any member thereof. No questions shall be asked of any Board Member or member of the District staff without first obtaining permission of the Presiding Officer. Any person violating this procedure while addressing the Board shall be called to order by the Presiding Officer.

After public comments have been made on an agenda item, each Board Member will be allowed time to address the matter and ask questions regarding the information presented by members of the public. Once a motion and second has been made on the matter, no further questions of the public will be allowed.

COMMUNICATIONS. Interested parties or their authorized representatives may address the Board by written communication in regard to the subject matter then under discussion.

ENFORCEMENT OF ORDER. The District Administrator may be designated by the Presiding Officer as Sergeant-at-Arms of the Board and shall carry out all lawful orders of the Presiding Officer for the purpose of maintaining order at the Board meeting. In the absence of the District Administrator, the Presiding Officer may designate any person to act as Sergeant-at-Arms. Any Board Member may move to require the Presiding Officer to enforce rules and an affirmative vote of the majority of the Board shall require him/her to do so.

POINT OF PERSONAL PRIVILEGE. The right of a Board Member to address the Board on a question of personal privilege shall be limited to cases in which his/her integrity, character or motives are questions, or where the welfare of the Board is concerned. A Board Member raising the point of personal privilege may interrupt another Board Member who has the floor only if the Presiding Officer recognizes the privilege.

POINTS OF ORDER. The Presiding Officer shall determine all points of order subject to the right of any Board Member who requests full board ruling on the question, and the question shall be: "Shall the decision of the Presiding Officer be sustained?" The majority vote shall conclusively determine such question of order.

PRIVILEGE OF CLOSING THE DEBATE. The Board Member moving the adoption of an ordinance, resolution or motion shall have the privilege of closing debate, subject to Board majority voting the debate should be continued.

DIVISION OF A QUESTION. If a matter contains two or more divisible propositions, the Chairperson may, and upon the request of a Board Member shall, unless appealed, divide the same.

VOTING. The passage of all motions shall be by roll call vote and entered upon the record. All ordinances, resolutions and actions involving money shall be by roll call vote. A vote of the Board shall be registered by members by voting "aye" for affirmance or "nay" or "no" for negative vote, upon his or her name being called by the Clerk to the Board. The results of any vote shall be audibly announced by the Clerk to the Board and recorded in the minutes of the meetings as they vote.

Every member should vote unless disqualified for cause, but no Board Member shall be forced to vote. A member who does not vote shall be listed as such in the minutes.

Any member who abstains from a vote shall audibly announce that he/she is abstaining and be recorded as such in the minutes..

## **Discussion Item #1. Cover sheet – Donor Policies, Procedures and Recognition**

**Auburn Area Recreation and Park District Policy Committee meeting December, 2019;  
January, 2020**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) create a policy and adopt procedures for recognizing major donors?

### **Background**

ARD receives donations in many forms:

- Cash
- Sponsorship
- Volunteerism
- In-kind
- Grants

ARD is desirous of recognizing these donors. One of the discussed and preferred methods is through a Donor Tree (see attached pictures of donor tree examples).

The first step in the process is to establish policies and procedures for recognizing donors. The following is a list of questions that should be discussed and answered:

- What is the minimum donation amount that should be recognized?
- Are event sponsors part of this list?
  - What is the value of the recognition event sponsors receive?
- What about community members who have donated significant time to ARD?
  - How do we calculate the amount of time that was afforded to ARD?
  - How do we determine the value of the time?
- What about agencies that have awarded ARD grants?

Two documents related to this discussion are attached:

- 1) A spreadsheet showing all donors through the 501 c3. This list is in order from largest to smallest donation. A black line indicates those donations above and below \$500. Please note that this is a list from the Friends 501 and misses many other donations.
- 2) A document has been started of donors that have been left off the list. This document also contains a list of major in-kind donors. Neither of these lists are considered complete and all input and reminders are appreciated.

Once these policies and procedures are put in place, staff can work on finding the best style of donor tree. One suggestion is to have a tree with multi-colored leaves, with each color representing a different level of donation (ex: bronze leaf = \$500, silver leaf = \$1,000, etc.). We

can even consider acorns for very large donations (\$5,000+) and/or rocks for major in-kind donors. All of this can be determined once policy parameters have been set.

Per direction at the December Policy Committee meeting, staff has developed a DRAFT policy for recognizing donors. This policy is attached. Staff has also further researched donor trees and found a tree that has a wide variety of options, including oak leaves in four different colors. This tree also has the ability to add acorns and various animals should ARD wish to expand its recognitions.

### **Recommendation for the Policy Committee**

Review, discuss and provide direction

### **Fiscal Impact**

The tree with the oak leaves would cost approximately \$2,000 - \$2,500, depending on options chosen.

### **Attachments**

DRAFT Donor recognition policies and procedures

Donor list information

Spreadsheet – donors to the Friends 501 c3

Examples of donor trees



## **DRAFT ARD Major Donor/Volunteer/Sponsor Recognition Policy and Procedures**

The purpose of this policy and related procedures is to recognize major donations of time and money to the District. The District recognizes that its operations and service to the community would be greatly impacted without the assistance of these individuals and companies. As such, the District wishes to acknowledge their important contributions.

### **Monetary donations and sponsorships**

The District will recognize cash donations at the following levels:

Bronze level: \$1,000 - \$4,999

Silver level: \$5,000 – 9,999

Gold level: \$10,000+

In regards to this policy, monetary donations received as part of a sponsorship will be reduced by 25%. This reduction is in place to recognize some of the benefits of the sponsorship, including advertising on District media and acknowledgment at events.

The District will endeavor to provide a fair-market estimate of donations of goods, such as alcohol or materials used at an event or in District operations.

### **Volunteers**

The District will recognize those individuals who have donated substantial volunteer time or materials to ARD. The determination of “substantial” will be made by the Board of Directors based off of recommendations from the community, staff or other Board members.

### **Recognition procedures**

Donors in the above mentioned categories will be recognized on the District’s “Donor Tree”, located at Recreation Park. The monetary donors will be recognized with inscribed tree leaves in the corresponding colors, and volunteer donors will be recognized with green leaves.



## Donors list information

### Types of donors on the list

Cash donors (ex: Bill and Jenny Jansen)

Sponsors (ex: Old Town Pizza)

Grants (ex: UPRR)

In-kind (ex: KAHI)

Mixed (ex: UAIC)

Vendors: (ex: Mobile Rock)

### Missing:

Auburn Ale House

Lagunitas

Crooked Lane

Knee Deep

More Rotary money

Mark & Janine Romney - donated \$487.30 for the memorial bench for Austin Fitzhugh.

Jim Johnson – donated \$1500.00 for the memorial bench for Austin Fitzhugh.

Placer County Association of Realtors – new bench at Regional

### Major in-kinds

- Laura Pinnick (Dog Park)
- Diana Boyer (Bike Park)
- Patrick Remington (several ARD projects)
- Warren Tellefson (Dog Park; shows \$ donation)
- Paula Leahy (major volunteer)
- Chain Zombies (many improvements to Disc Golf course)
- Andy Cramer/Michelle Myrenne (PH Pool renovation)
- Cheryl Maki (Skate Park; shows \$ donation)
- Virginia Dains (sign at Overlook; art at PH pool)
- Stacy Linton/Scott T. (Ms. October)
- Patrice Taylor (MV Arboretum)
- All other "Friend of Recreation Award" winners

Green = event sponsor  
 Yellow = mixed  
 Blue = cash donor  
 Peach = grant  
 Gray = in-kind

|  | 316,161.63 | Youth Assist | 2019<br>Park Imp |
|--|------------|--------------|------------------|
| Armrod Charitable Foundation           | 24,500.00  |              |                  |
| Auburn AAUW (Beer Sales DF)            | 24,024.88  |              |                  |
| United Auburn Indian Community         | 20,500.00  |              |                  |
| Harris, Norma Contractors              | 17,100.00  |              |                  |
| Jansen, Jenny Lou                      | 16,600.00  |              | 100.00           |
| Old Town Pizza                         | 12,250.00  |              |                  |
| Auburn Rotary                          | 10,188.00  |              | 9,000.00         |
| Auburn Bike Works                      | 9,973.38   | 200.00       |                  |
| Max's / Holiday Inn                    | 8,500.00   |              |                  |
| Umpqua Bank                            | 8,500.00   |              |                  |
| Maki Heating/Air                       | 8,400.00   |              |                  |
| Thunder Valley Casino Resort           | 7,500.00   |              |                  |
| Ceronix                                | 6,500.00   |              |                  |
| Union Pacific Railroad, Corp Relations | 5,000.00   |              |                  |
| McGuire & Hester Foundation            | 4,900.00   |              |                  |
| SkeetReese, Inc                        | 4,711.00   |              |                  |
| Loyal Order of the Moose               | 4,560.00   |              |                  |
| AAA Insurance Company                  | 4,500.00   |              |                  |
| Precision Orthodontics                 | 4,500.00   |              |                  |
| Arts Council of Placer County          | 3,809.95   |              |                  |
| ASAP Sproutloud Media Networks         | 3,750.00   |              |                  |
| Harris Industrial Gases                | 3,550.00   |              |                  |
| Union Pacific Foundation               | 3,500.00   |              |                  |
| IFC Insurance & Marketing              | 3,000.00   |              |                  |
| Mother Lode Foundation                 | 3,000.00   |              |                  |
| MUFG Union Bank                        | 3,000.00   |              |                  |
| Solar City (Donald Roeder)             | 3,000.00   |              |                  |

|                                       |  |          |          |
|---------------------------------------|--|----------|----------|
| Walkers Office Supply                 | 1127 Grass Valley Hwy, Auburn, CA 95603        | 3,000.00 |          |
| Mobile Rock                           |  | 2,898.70 |          |
| Crime Victims United                  | 1415 L Street, Suite 410, Sacramento, CA 958   | 2,750.00 | 1,500.00 |
| Auburn Gymnastics Center              | 290 Palm Ave, Auburn, CA 95603                 | 2,650.00 |          |
| Specialize Bicycle Components, Inc    | 15130 Concord Circle, Morgan Hill, CA 95037    | 2,500.00 |          |
| Tango Frozen Yogurt                   | 940 Lincoln Way, Auburn, CA 95603              | 2,300.00 |          |
| Skeet Reese                           | 1515 Christian Valley Rd, Auburn, CA 95602-4   | 2,298.00 |          |
| Holmes for City Council               | 11850 Kemper Rd, Ste D, Auburn, CA 95603       | 2,200.00 |          |
| AFNO                                  |  | 2,199.42 |          |
| Vaughan, William & Mary Ann           | 1121 Scenic Pine Dr, Auburn, CA 95602          | 2,040.00 |          |
| Meadow Vista Community                |  | 2,007.64 |          |
| GIMBL                                 |  | 2,000.00 |          |
| Citizens Involved Means Better Living | 3460 Sherwood Ct, Loomis, CA 95650             | 2,000.00 |          |
| Foothill Quilter's Guild              | PO Box 5653, Auburn, CA 95604-5653             | 2,000.00 | 500.00   |
| McAfee, Jr, Ray                       | 10005 Snowy Owl Way, Auburn, CA 95603          | 2,000.00 |          |
| McDonald's Corp                       |  | 2,000.00 |          |
| Quick Quack Car Wash                  | 1380 Lead Hill Blvd, Suite 260, Auburn, CA 956 | 2,000.00 |          |
| Recology                              | 12305 Shale Ridge Road, Auburn, CA 95602       | 2,000.00 |          |
| Cunningham Legal                      | 200 Auburn Folsom Blvd, Auburn, CA 95603       | 1,750.00 |          |
| KAHI Radio                            | 985 Lincoln Way, Ste 103, Auburn, CA 95603     | 1,750.00 |          |
| Union Bank                            |  | 1,500.00 |          |
| Decker, Nancy                         |  | 1,445.00 |          |
| Industrial Control Links, Inc         | 12840 Earhart Ave, Auburn, CA 95602            | 1,300.00 |          |
| Petusky, John & Elinor                | 835 Hoyer Lane, Newcastle, CA 95658            | 1,050.00 |          |
| Moonalice Fundraiser                  |  | 1,000.00 | 500.00   |
| Auburn Manor Holding Corp             | 4020 Sierra College Blvd, STE 200, Rocklin, CA | 1,000.00 |          |
| Community 1st Bank                    | 649 Lincoln Way, Auburn, CA 95603              | 1,000.00 |          |
| Dwelle Family Foundation              | 9301 W. Airport Dr, Visalia, CA 93277          | 1,000.00 |          |
| Robinson Sand & Gravel                | 2145 Grass Valley Hwy, Auburn, CA 95603        | 1,000.00 |          |
| Thomas Winn Foundation                | 3001 I Street, Ste 300, Sacramento, CA 95816   | 1,000.00 |          |
| Incredible Pets                       |  | 750.00   |          |
| Local Heros                           | 1120 High Street, Auburn, CA 95603             | 750.00   |          |
| Pizza Express (Aimee Jensen)          | 2705 Bell Road, Auburn, CA 95603               | 750.00   |          |
| Grounds, Virginia & Herbert           |  | 700.00   | 700.00   |

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|------------------------------------|--|--------|
| Victory Velo Racing                | 835 Lincoln Way, Auburn, CA 95603            | 600.00 |
| Eisley, Earl / Nursery             |  | 535.00 |
| Albert Franklin & Cherry Dulaney   | 182 Oak St, Auburn, CA 95603-4319            | 530.00 |
| All About Wellness                 | 1900 19th Street, Sacramento, CA 95811       | 500.00 |
| Auburn Fit, Auburn Dance Company   | 13478 Luther Rd, Auburn, CA 95603            | 500.00 |
| Auburn Garden Club                 |  | 500.00 |
| Auburn Toyota                      | PO Box 5400, Auburn, CA 95604                | 500.00 |
| Auburn Youth Soccer                | 457 Grass Valley Hwy #14, Auburn, CA 95604   | 500.00 |
| Boy Scout Troop 6                  |  | 500.00 |
| Brown, Rachel                      | 6100 Horseshoe Bar Rd #A302, Loomis, CA 95   | 500.00 |
| C-Horse Ranch                      | 11685 Lorensen Rd, Auburn, CA 95603          | 500.00 |
| Gamp, Dee                          |  | 500.00 |
| Exchange Club, Warren Tellefson    | PO Box 5344, Auburn, CA 95604                | 500.00 |
| Global Birthdays Events            | PO Box 3163, Auburn, CA 95604                | 500.00 |
| Gover, Mr & Mrs Howard             | 11317 Rain Tree Ct, Auburn, CA 95602-7611    | 500.00 |
| Lorann Lee / Celebration Church    | 530-863-0789                                 | 500.00 |
| Machado Orchard                    | PO Box 3082, Auburn, CA 95604                | 500.00 |
| Martinez, Ronald                   | 1079 Mikkelsen Dr, Auburn, CA 95603          | 500.00 |
| McQuinn, Roberta                   | 781 Mikkelsen Dr, Apt 15, Auburn, CA 95603   | 500.00 |
| Placer Community Foundation        | PO Box 9207, Auburn, CA 95604                | 500.00 |
| Remax Realty                       | 5249 Crestline Dr, Foresthill, CA 95630      | 500.00 |
| Sevey, Donahue & Taleott           | 990 Reserve Dr, ste 105, Roseville, CA 95678 | 500.00 |
| Sierra Precision Optics            | 12830 Earhart Ave, Auburn, CA 95602          | 500.00 |
| Sugar Plum Faries                  |  | 500.00 |
| Sutter Auburn Faith                | PO Box 160727, Sacramento, CA 95816          | 500.00 |
| The Gyro House                     | 2389 Rickenbacker Way, Auburn, CA 95602      | 500.00 |
| USTA Northern California           | 1920 North Loop Road, Alameda, CA 94502-£    | 500.00 |
| Pixley, Diane                      | 1354 High Street, Auburn, CA 95603           | 479.23 |
| Kirby, Dr William                  |  | 450.00 |
| Sierra Elm One Stop Liquors        |  | 420.00 |
| Placer County Board of Supervisors |  | 400.00 |
| Funfinity, Inc                     | 11905 Dry Creek Rd, Auburn, CA 95602-9125    | 375.00 |
| Bonner, Tyler                      | 3903 W. Prasch Ave #6, Yakima, WA 98902      | 310.00 |

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| Green, Philip                          | 1110 Tahoe St, Auburn, CA 95602              | 300.00 |
| Leslie Moonshine & Rod Bonser          |  | 300.00 |
| Paradise Party Rentals                 | PO Box 101, Lincoln, CA 95648                | 300.00 |
| Reynolds, Sheila & Kelly               | 409 Gold St, Auburn, CA 95603-5521           | 300.00 |
| Jose Luis & Sonia Diaz                 | 11230 Bosal Circle, Auburn, CA 95603-9064    | 278.38 |
| Diaz, Jose Luis & Sonia                | 11230 Bosal Circle, Auburn, CA 95603-9064    | 250.15 |
| Ashford and Strasser Attorney's at Law | 11400 Atwood Rd, Auburn, CA 95603            | 250.00 |
| Auburn Hook and Ladder                 | PO Box 9212, Auburn, CA 95604                | 250.00 |
| Baptista,Stephanie                     | 13555 Bowman Rd, Auburn, CA 95603-3156       | 250.00 |
| Bel Air                                | 13384 Lincoln Way, Auburn, CA 95603          | 250.00 |
| Harmon, Elizabeth                      | 10 Sierra Gate Plaza, Suite 170              | 250.00 |
| KAL Fencing                            | 3595 Bell Road, Auburn, CA 95603             | 250.00 |
| Master Technician Inc                  | 12209 Locksley Ln #15, Auburn, CA 95602      | 250.00 |
| Raley's                                | 13384 Lincoln Way, Auburn, CA 95603          | 250.00 |
| Smart and Final                        | 600 Citadel Dr, Commerce, CA 90040           | 250.00 |
| Taco Bill                              | 11879 Kemper Rd, STE 11, Auburn, CA 95603    | 250.00 |
| Taco Tree                              | 180 Oakwood Dr, Auburn, CA 95603             | 250.00 |
| Walmart                                | 702 S.W. 8th St, Bentonville, AR 72716       | 250.00 |
| Winfrey, Dr Walter                     | 505a Main St, Newcastle, CA 95658-9360       | 250.00 |
| Markstein, Richard & Pearl             | 15153 William Dr, Auburn, CA 95602-8867      | 225.00 |
| Andregg Geomatics                      | 11661 Blocker Dr., Suite 200, Auburn, CA 956 | 200.00 |
| Brown, Robert & Tammy                  | 1055 Van Riper Ln, Newcastle, CA 95658       | 200.00 |
| Kaiser Permanente                      | PO Box 8319, Princeton, NJ 08543-8319        | 200.00 |
| Luchini, Roy                           | PO Box 1382, Meadow Vista, CA 95722          | 200.00 |
| Rietjens, John & Heidi                 |  | 200.00 |
| CACfit                                 | 2514 Bell Road, Auburn, CA 95603             | 150.00 |
| Conci, J A                             | 1315 Matson Dr, Auburn, CA 95603             | 150.00 |
| Cooney-Meske, Catherine & Gary         | 635 10th St, Lake Oswego, OR 97034           | 150.00 |
| Edward Jones                           | 201 Progress Parkway, Maryland Heights, MO   | 150.00 |
| Little, Patrick R                      | 130 Maple St, STE 300, Auburn, CA 95603      | 150.00 |
| Rock Creek Dental (Erik Matson)        | 3205 Professional Dr, Auburn, CA 95602-241   | 150.00 |
| Sierra Gymnastics                      |  | 150.00 |
| Ben Franklin Crafts                    | 598 Sutton Way, Grass Valley, CA 95945       | 125.00 |
| Law offices of Barry Zimmerman         | 1515 Lincoln Way, CA 95603-5009              | 125.00 |



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|------------------------------|--|--------|
| A Town Bikes                 | 943 Lincoln Way, Auburn, CA 95603-5250                 | 120.00 |
| AT&T Employee/YourCause.com  | 6111 W Plano Parkway, Suite 1000YC, Plano, TX 75075    | 100.00 |
| Auburn 49er Lions            | PO Box 5703, Auburn, CA 95604                          | 100.00 |
| Barbot, Mir & Mrs J          | 4040 Marcella Dr, Auburn, CA 95602-9515                | 100.00 |
| Barney, Jr, G. Lant          | 1155 High Street, Auburn, CA 95603                     | 100.00 |
| Boggis, Kathleen             | 11039 Caballo Circle, Auburn, CA 95603                 | 100.00 |
| Casper, John                 | 1010 Racquet Club Drive, #103, Auburn, CA 95603        | 100.00 |
| Dziedzic, Alan               | 144 Pacific Ave, Auburn, CA 95603-5555                 | 100.00 |
| Excel Managed Care           | 3840 Watt Ave, Bldg C, Suite 200, Sacramento, CA 95821 | 100.00 |
| Fralick, Bradley & Barbara   | 11150 Rosemary Dr, Auburn, CA 95603                    | 100.00 |
| Frisman, Richard             | 205 N Pine St, Nevada City, CA 95959                   | 100.00 |
| Graves Law Offices           | 729 Lincoln Way, Auburn, CA 95603                      | 100.00 |
| Gunning, William             | 2830 Springfield Dr, Rocklin, CA 95765                 | 100.00 |
| Holmes                       |  | 100.00 |
| Jensen, Antonia              | 745 Mikkelsen Dr, Auburn, CA 95603                     | 100.00 |
| Koons, Edward & Carolyn      | 390 Hoguertel Hill Ct, Auburn, CA 95603                | 100.00 |
| Lovecchio, Leonard & Dorothy | 1345 Vintage Way, Auburn, CA 95603                     | 100.00 |
| Lynch, Mike (For Bill)       | 218 Mulberry Lane, Auburn, CA 95603                    | 100.00 |
| Maloney, Joseph & Robbin     | 12005 Peregrine Way, Auburn, CA 95603-5912             | 100.00 |
| Newman, Brian                | 205 Pinewood Way, Auburn, CA 95602-9319                | 100.00 |
| Parsons, Howard              | 12325 Shaunetta Ct, Auburn, CA 95603                   | 100.00 |
| Polochko, Janice             | PO Box 10495, Truckee, CA 96162                        | 100.00 |
| Radakovitz, William & Nancy  | PO Box 86, Auburn, CA 95604                            | 100.00 |
| Reilly, Kathleen             |  | 100.00 |
| Schauer, Richard & Barbara   |  | 100.00 |
| Sevey, Donahue & Talcott     | 990 Reserve Drive, STE 105, Roseville, CA 95678        | 100.00 |
| Sevey, Donahue & Talcott     | 990 Reserve Dr, Roseville, CA 95678                    | 100.00 |
| Sierra Carpet Care           |  | 100.00 |
| Sierra Carpet Care           | 3422 Swetzer Rd, Ste A, Loomis, CA 95650               | 100.00 |
| Sierra Moon Goldsmiths       | 107 Sacramento St, Auburn, CA 95603                    | 100.00 |
| The Capps Group Real Estate  | 856 Lincoln Way, Auburn, CA 95603                      | 100.00 |
| Vitas, Fred & Patti          | 12540 Montalvo Ct, Auburn, CA 95603                    | 100.00 |
| Wilson, Maureen              | 105 Meadowlark Ct, Auburn, CA 95603-5502               | 100.00 |
| Arroyo, Matthew & Angela     | 140 Sierra Mesa Place, Auburn, CA 95603                | 80.00  |

|                                  |  |       |       |
|----------------------------------|--|-------|-------|
| Bray, Geri                       | 1445 Lincoln Way, Auburn, CA 95603-5008        | 75.00 |       |
| Geri Bray, Attorney at Law       | 1445 Lincoln Way, Auburn, CA 95603-5008        | 75.00 |       |
| Elms, Mr & Mrs R                 | PO Box 614, Cool, CA 95614-0614                | 70.00 |       |
| Eagle Vending                    |  | 65.70 | 65.70 |
| Arroyo, Matthew & Angela         | 140 Sierra Mesa Place, Auburn, CA 95603        | 60.00 |       |
| Haugaard, Melissa                | 2024 Junction Ave, Unit A, El Cerrito, CA 9451 | 55.00 |       |
| Aronowitz & Skidmore, Inc        | 200 Auburn Folsom Road STE 305, Auburn, CA     | 50.00 |       |
| Jicha, Barbara                   |  | 50.00 |       |
| Keith, Mark & Rebecca            | 1486 Highland Dr, Placerville, CA 95667        | 50.00 |       |
| Krenzien, Susan                  | 10805 Engle Lane, Auburn, CA 95603-9490        | 50.00 |       |
| Rawson, Mr & Mrs. R              | 12100 Mont Vista Dr, Auburn, CA 95603          | 50.00 |       |
| Roye, Janie                      | 15477 Bancroft Rd, Auburn, CA 95602-8465       | 50.00 |       |
| Rubin, Carol                     | 2079 Country Hill Run, Newcastle, CA 95658     | 50.00 |       |
| Rupert, Kristal                  | 12340 Shaunsetta Ct, Auburn, CA 95603-2861     | 50.00 |       |
| Smathers, H. Gary                | 130 Maple St, STE 300, Auburn, CA 95603        | 50.00 |       |
| Vaghti, Thomas Toy & Mehrey      | PO Box 553, Auburn, CA 95604                   | 50.00 |       |
| Vaughan & Associates Law Offices | 6207 S. Walnut Street, STE 800, Loomis, CA 95  | 50.00 |       |
| Savemart Supermarket             |  | 42.20 |       |
| Allen, Erik & Katie              | 310 Woodland Rd, Auburn, CA 95603-4000         | 40.00 |       |
| Coye, Kari & Cameron             | 1411 Kennedy Dr, Roseville, CA 95678-6920      | 40.00 |       |
| Eandi, Kira & Robert             | 292 Russel Rd, Auburn, CA 95603                | 40.00 |       |
| Markoff, Noah & Jennie           | 386 Kilham Rd, Auburn, CA 95603-4110           | 40.00 |       |
| Burge Jr, Ralph & Lacey          | 12757 Highland Ct, Auburn, CA 95603-3634       | 25.00 | 25.00 |
| Fuentes, Miguel                  |  | 25.00 |       |
| Ainsleigh, Gordon                | 16520 Placer Hills Road, Meadow Vista, CA 95   | 20.00 |       |
| Kathleen Shaffer & Robert Green  | 458 Orchard Dr, Auburn, CA 95603               | 20.00 |       |
| King, Lisa                       |  | 10.00 |       |

You are here: Home (<https://www.donor-recognitions.com/>) > DONOR RECOGNITION TREES (<https://www.donor-recognitions.com/donor-recognition-trees-s/20.htm>) > Ponoma Expanding Solo Apple Tree (Resin Trunk) (<https://www.donor-recognitions.com/Ponoma-Modular-Donor-Recognition-Apple-Tree-s/67.htm>)

**Expanding Solo Apple Tree Series**  
(Cast Resin Simulated Bronze Trunk)

Each Tree consists of "solo" apples and leaves mounted to individual acrylic backers.

In Memory of John Henry by Joey & Tim Henry

3D Simulated Cast Resin Trunk with "bronze" impregnated particles

Replace any apple with an oak leaf.

GREAT FOR SCHOOLS

and bigger

37 apples, 53 apples, 83 apples, 135 apples, 203 apples

"Ponoma" is a female Latin name meaning "Fruit Tree." This unique and distinguished apple recognition tree is like no other! This Apple Tree is available in configurations from 37 apples to over 500! All "Ponoma" trees come with our cast resin simulated bronze trunk measuring 16-1/2" tall x 14" wide. Apples measure 3" x 3" and consist of a front plate available in red, gold, silver, copper and bronze and mount to individual black (or green) acrylic backers. Each apple can be replaced by an "oak" leaf measuring 3" x 3-7/8". Oak leaves come in gold, silver, copper or bronze and have an acrylic backer also. Leaves and apples are laser engraved with your custom text. All acrylic backers for apples and leaves mount permanently to the wall, and front plates mount to backers with 2 small screws for easy changeability. A full size paper template is included for mounting apples in correct positions. All hardware included.....a complete package for your fund raising campaign or donor recognition needs! Made in the USA! For indoor use only.

We encourage you to call with questions toll free at 888-462-5008  
CLICK ON A DONOR TREE BELOW FOR MORE INFORMATION AND SPECIFICATIONS

\* ASK US ABOUT OUR SPECIAL DISCOUNTS & PROMOTIONS!

Sort By: Most Popular

30 per page Page 1 of 1





(<https://www.donor-recognitions.com/Expanding-Donor-Recognition-Apple-Tree-37-apples-p/apple37.htm>)

**EXPANDING APPLE TREE COMPLETE PACKAGE**

**37 APPLES** ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/EXPANDING-DONOR-RECOGNITION-APPLE-TREE-37-APPLES-P/APPLE37.HTM](https://www.donor-recognitions.com/expanding-donor-recognition-apple-tree-37-apples-p/apple37.htm))

**Price: \$632.00**

Expanding Apple Recognition Tree (37 apples)  
Cast Resin 3D Trunk

Our Panoma apple *donor tree is an expanding modular recognition tree with acrylic apples and a 3D resin tree trunk. Great for donor recognition, fundraising campaigns, or memorial trees, the polymer or optional metal leaves create a flexible design that allows for more leaves to be added in the future.* ([http://www.donor-recognitions.com/Expanding\\_Modular\\_Donor\\_Recognition-Apple-Tree-37-Apples-P-Apple37.htm](http://www.donor-recognitions.com/Expanding_Modular_Donor_Recognition-Apple-Tree-37-Apples-P-Apple37.htm))

(<https://www.donor-recognitions.com/Expanding-Donor-Recognition-Apple-Tree-53-apples-p/apple53.htm>)

**EXPANDING APPLE TREE COMPLETE PACKAGE**

**53 APPLES** ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/EXPANDING-DONOR-RECOGNITION-APPLE-TREE-53-APPLES-P/APPLE53.HTM](https://www.donor-recognitions.com/expanding-donor-recognition-apple-tree-53-apples-p/apple53.htm))

**Price: \$808.00**

Expanding Apple Recognition Tree (53 apples)  
Cast Resin 3D Trunk

Our Panoma apple *donor tree is an expanding modular recognition tree with acrylic apples and a 3D resin tree trunk. Great for donor recognition, fundraising campaigns, or memorial trees, the polymer or optional metal leaves create a flexible design that allows for more leaves to be added in the future.* ([http://www.donor-recognitions.com/Expanding\\_Modular\\_Donor\\_Recognition-Apple-Tree-53-Apples-P-Apple53.htm](http://www.donor-recognitions.com/Expanding_Modular_Donor_Recognition-Apple-Tree-53-Apples-P-Apple53.htm))

(<https://www.donor-recognitions.com/Expanding-Donor-Recognition-Apple-Tree-83-apples-p/apple83.htm>)

**EXPANDING APPLE TREE COMPLETE PACKAGE**

**83 APPLES** ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/EXPANDING-DONOR-RECOGNITION-APPLE-TREE-83-APPLES-P/APPLE83.HTM](https://www.donor-recognitions.com/expanding-donor-recognition-apple-tree-83-apples-p/apple83.htm))

**Price: \$1,138.00**

Expanding Apple Recognition Tree (83 apples)  
Cast Resin 3D Trunk

Our Panoma apple *donor tree is an expanding modular recognition tree with acrylic apples and a 3D resin tree trunk. Great for donor recognition, fundraising campaigns, or memorial trees, the polymer or optional metal leaves create a flexible design that allows for more leaves to be added in the future.* ([http://www.donor-recognitions.com/Expanding\\_Modular\\_Donor\\_Recognition-Apple-Tree-83-Apples-P-Apple83.htm](http://www.donor-recognitions.com/Expanding_Modular_Donor_Recognition-Apple-Tree-83-Apples-P-Apple83.htm))

CUSTOMER SERVICE

RESOURCES

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You are here: Home (<https://www.donor-recognitions.com/>) > TREE ACCESSORIES (<https://www.donor-recognitions.com/Donor-Tree-Accessories-bronze-rocks-acorns-leaves-s/51.htm>)

## DONOR TREE ACCESSORIES

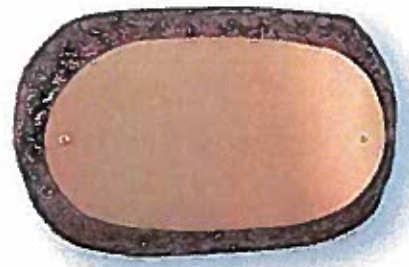
Donor tree rocks, stones, leaves, acorns and other accessories are great for adding below or beside your donor tree to designate the purpose of your campaign, or to recognize special or important donors. Accessories include resin and bronze stones, acorns, apples, doves, donor tree leaves and squirrels. Many of our accessories are available with either metal or more economical polymer plates. Metal plates can have text printed by either heat press sublimation or direct-to-substrate UV printing. Polymer plates, which are less expensive, are professionally laser engraved. Imprinting or engraving is an additional charge.

Do you have blank plates from a previous purchase and are ready to have them imprinted or engraved? If so go [HERE](https://www.donor-recognitions.com/imprint-engage-my-accessory-s/77.htm) (<https://www.donor-recognitions.com/imprint-engage-my-accessory-s/77.htm>)

Sort By: Most Popular ▼

60 per page ▼ Page 1 of 1

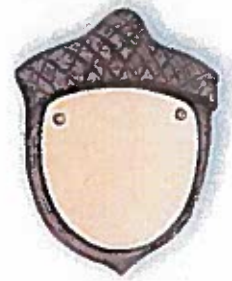
[GO](#)



(<https://www.donor-recognitions.com/Small-Bronze-Stone-plaque-accessory-for-donor-tree-p/stone1a.htm>)  
**SMALL BRONZE STONE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/SMALL-BRONZE-STONE-PLAQUE-ACCESSORY-FOR-DONOR-TREE-P/STONE1A.HTM](https://www.donor-recognitions.com/Small-Bronze-Stone-plaque-accessory-for-donor-tree-p/stone1a.htm))  
**Price: \$107.00**  
Small Bronze Stone with Brass Plate (3" x 5-1/4")

(<https://www.donor-recognitions.com/med-Bronze-Stone-plaque-accessory-for-donor-tree-p/stone2a.htm>)  
**MEDIUM BRONZE STONE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/MED-BRONZE-STONE-PLAQUE-ACCESSORY-FOR-DONOR-TREE-P/STONE2A.HTM](https://www.donor-recognitions.com/med-Bronze-Stone-plaque-accessory-for-donor-tree-p/stone2a.htm))  
**Price: \$120.00**  
Medium Bronze Stone with Brass Plate (3-7/8" x 6-3/4")

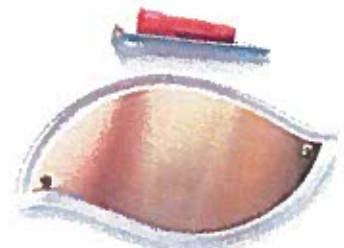
(<https://www.donor-recognitions.com/large-Bronze-Stone-plaque-accessory-for-donor-tree-p/stone3a.htm>)  
**LARGE BRONZE STONE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/LARGE-BRONZE-STONE-PLAQUE-ACCESSORY-FOR-DONOR-TREE-P/STONE3A.HTM](https://www.donor-recognitions.com/large-Bronze-Stone-plaque-accessory-for-donor-tree-p/stone3a.htm))  
**Price: \$129.00**  
Large Bronze Stone with Brass Plate (7-1/4" x 4-1/2")



(<https://www.donor-recognitions.com/Slanted-Large-Bronze-Stone-for-Donor-Recognition-p/slant-stone-a.htm>)  
**SLANTED LARGE BRONZE STONE A** ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/SLANTED-LARGE-BRONZE-STONE-FOR-DONOR-RECOGNITION-P/SLANT-STONE-A.HTM](https://www.donor-recognitions.com/slanted-large-bronze-stone-for-donor-recognition-p/slant-stone-a.htm))  
**Price: \$148.00**  
 Large Bronze Slanted Stone A with Brass Plate (4-1/2" x 8" x 5/8" thick)

(<https://www.donor-recognitions.com/Large-Regular-Bronze-Stone-for-Donor-Tree-Recognition-p/regular-stone.htm>)  
**REGULAR STONE** ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/LARGE-REGULAR-BRONZE-STONE-FOR-DONOR-TREE-P/REGULAR-STONE.HTM](https://www.donor-recognitions.com/large-regular-bronze-stone-for-donor-tree-p/regular-stone.htm))  
**Price: \$129.00**  
 Large Regular Stone with Brass Plate (4-1/2" x 8" x 5/8" thick)

(<https://www.donor-recognitions.com/donor-tree-acorn-accessory-p/acorn.htm>)  
**ACORN ACCESSORY** ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-TREE-ACORN-ACCESSORY-P/ACORN.HTM](https://www.donor-recognitions.com/donor-tree-acorn-accessory-p/acorn.htm))  
**Price: \$89.00**  
 Bronze Acorn Accessory.



(<https://www.donor-recognitions.com/Donor-Recognition-Tree-Leaf-french-curve-p/leaf1.htm>)  
**METAL DONOR TREE LEAF - 1-3/4" X 3-1/2"**  
 ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-RECOGNITION-TREE-LEAF-FRENCH-CURVE-P/LEAF1.HTM](https://www.donor-recognitions.com/donor-recognition-tree-leaf-french-curve-p/leaf1.htm))  
**Price: \$3.39**  
 French Curve Leaf - 1-3/4" x 3-1/2" (Actual Metal)

(<https://www.donor-recognitions.com/Donor-Recognition-Tree-Leaf-standard-p/leaf2.htm>)  
**METAL DONOR TREE LEAF - 1-1/2" X 4"**  
 ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-RECOGNITION-TREE-LEAF-STANDARD-P/LEAF2.HTM](https://www.donor-recognitions.com/donor-recognition-tree-leaf-standard-p/leaf2.htm))  
**Price: \$3.39**  
 Standard Leaf - 1-1/2 x 4" (Actual Metal)

(<https://www.donor-recognitions.com/Donor-Recognition-Tree-Leaf-solo-p/leaf3-freestyle.htm>)  
**FREESTYLE METAL TREE LEAF (W/ACRYLIC BACKER)**  
 ([HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-RECOGNITION-TREE-LEAF-SOLO-P/LEAF3-FREESTYLE.HTM](https://www.donor-recognitions.com/donor-recognition-tree-leaf-solo-p/leaf3-freestyle.htm))  
**Price: \$9.99**  
 Freestyle METAL French Curve Leaf & Acrylic Backer



(<https://www.donor-recognitions.com/Donor-Tree-Apple-Recognition-Plaque-Accessory-p/apple.htm>)

**ACRYLIC APPLE RECOGNITION PLAQUE**

([HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-TREE-APPLE-RECOGNITION-PLAQUE-ACCESSORY-P/APPLE.HTM](https://www.donor-recognitions.com/Donor-Tree-Apple-Recognition-Plaque-Accessory-p/apple.htm))

**Price: \$45.00**

**Apple Recognition Plaque (Approx. 4-1/4x4-1/4")**



(<https://www.donor-recognitions.com/donor-recognition-tree-acrylic-acorn-accessory-p/acorn color.htm>)

**ACRYLIC ACORN RECOGNITION PLAQUE**

([HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-RECOGNITION-TREE-ACRYLIC-ACORN-ACCESSORY-P/ACORN COLOR.HTM](https://www.donor-recognitions.com/donor-recognition-tree-acrylic-acorn-accessory-p/acorn color.htm))

**Price: \$45.00**

**Acorn Recognition Plaque (Approx. 4-3/8 x 4-1/2")**



(<https://www.donor-recognitions.com/Acrylic-Dove-Accessory-for-donor-recognition-tree-p/dove silhouette.htm>)

**ACRYLIC DOVE SILHOUETTE RECOGNITION PLAQUE**

([HTTPS://WWW.DONOR-RECOGNITIONS.COM/ACRYLIC-DOVE-ACCESSORY-FOR-DONOR-RECOGNITION-TREE-P/DOVE SILHOUETTE.HTM](https://www.donor-recognitions.com/Acrylic-Dove-Accessory-for-donor-recognition-tree-p/dove silhouette.htm))

**Price: \$45.00**

**Dove Recognition Plaque (Approx. 7 x 7-7/8")**



(<https://www.donor-recognitions.com/Squirrel-Recognition-Plaque-Accessory-p/squirrel silhouette.htm>)



(<https://www.donor-recognitions.com/Acrylic-Dove-Accessory-for-donor-recognition-tree-p/dove white.htm>)



(<https://www.donor-recognitions.com/Donor-Tree-Apple-Recognition-Plaque-Accessory-p/apple silhouette.htm>)



ACRYLIC SQUIRREL SILHOUETTE RECOGNITION PLAQUE (HTTPS://WWW.DONOR-RECOGNITIONS.COM/SQUIRREL-RECOGNITION-PLAQUE-ACCESSORY-P/SQUIRREL-SILHOUETTE.HTM) Price: \$45.00

Dove Recognition Plaque (Approx. 6-1/2" x 6-7/8")

WHITE ACRYLIC DOVE SILHOUETTE RECOGNITION PLAQUE (HTTPS://WWW.DONOR-RECOGNITIONS.COM/ACRYLIC-DOVE-ACCESSORY-FOR-DONOR-RECOGNITION-TREE-P/DOVE-WHITE.HTM) Price: \$45.00

Dove Recognition Plaque (Approx. 7 x 7-7/8")

ACRYLIC APPLE SILHOUETTE RECOGNITION PLAQUE (HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-TREE-APPLE-RECOGNITION-PLAQUE-ACCESSORY-P/APPLE-SILHOUETTE.HTM) Price: \$45.00

Apple Recognition Plaque (Approx. 4-1/4x4-1/4")



(https://www.donor-recognitions.com/donor-recognition-tree-acrylic-acorn-accessory-p/acorn-silhouette.htm)

ACRYLIC ACORN SILHOUETTE RECOGNITION PLAQUE (HTTPS://WWW.DONOR-RECOGNITIONS.COM/DONOR-RECOGNITION-TREE-ACRYLIC-ACORN-ACCESSORY-P/ACORN-SILHOUETTE.HTM) Price: \$45.00

Acorn Recognition Plaque (Approx. 4-3/8 x 4-1/2")



(https://www.donor-recognitions.com/Apple-Recognition-Plaque-Accessory-p/applesolo.htm)

MINI APPLE RECOGNITION PLAQUE (HTTPS://WWW.DONOR-RECOGNITIONS.COM/APPLE-RECOGNITION-PLAQUE-ACCESSORY-P/APPLESOLO.HTM) Price: \$15.00

Mini Apple Recognition Plaque (Approx. 3x3")



(https://www.donor-recognitions.com/Solid-Cast-Bronze-Letters-for-Donor-Trees-p/cast-letters.htm)

3" SATIN BRONZE LETTERS (HTTPS://WWW.DONOR-RECOGNITIONS.COM/SOLID-CAST-BRONZE-LETTERS-FOR-DONOR-TREES-P/CAST-LETTERS.HTM) Price: \$38.00

Solid Cast Bronze Letters (Price is PER Letter)



(<https://www.donor-recognitions.com/Economy-Laminate-Letters-for-Donor-Trees-p/lam-letters.htm>)

**ECONOMY LAMINATE LETTERS**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/ECONOMY-LAMINATE-LETTERS-FOR-DONOR-TREES-P/LAM-LETTERS.HTM](https://www.donor-recognitions.com/Economy-Laminate-Letters-for-Donor-Trees-p/lam-letters.htm))  
Price: \$12.50

Several Sizes & Finishes available  
(Price is PER Letter)



(<https://www.donor-recognitions.com/Gold-Butterfly-Recognition-Plaque-Accessory-p/butterflygold.htm>)

**ACRYLIC BUTTERFLY RECOGNITION PLAQUE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/GOLD-BUTTERFLY-RECOGNITION-PLAQUE-ACCESSORY-P/BUTTERFLYGOLD.HTM](https://www.donor-recognitions.com/Gold-Butterfly-Recognition-Plaque-Accessory-p/butterflygold.htm))  
Price: \$30.00  
Butterfly Recognition Plaque  
(Approx. 3-1/2" x 4-1/2")



(<https://www.donor-recognitions.com/Blue-Butterfly-Recognition-Plaque-Accessory-p/butterflyblue.htm>)

**ACRYLIC BUTTERFLY RECOGNITION PLAQUE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/BLUE-BUTTERFLY-RECOGNITION-PLAQUE-ACCESSORY-P/BUTTERFLYBLUE.HTM](https://www.donor-recognitions.com/Blue-Butterfly-Recognition-Plaque-Accessory-p/butterflyblue.htm))  
Price: \$30.00  
Butterfly Recognition Plaque  
(Approx. 3-1/2" x 4-1/2")



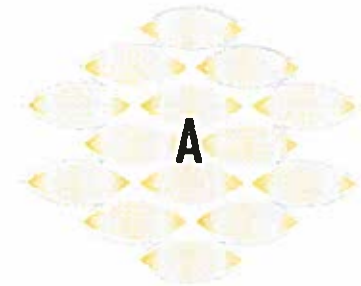
(<https://www.donor-recognitions.com/Pink-Butterfly-Recognition-Plaque-Accessory-p/butterflypink.htm>)

**ACRYLIC BUTTERFLY RECOGNITION PLAQUE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/PINK-BUTTERFLY-RECOGNITION-PLAQUE-ACCESSORY-P/BUTTERFLYPINK.HTM](https://www.donor-recognitions.com/Pink-Butterfly-Recognition-Plaque-Accessory-p/butterflypink.htm))  
Price: \$30.00



(<https://www.donor-recognitions.com/Green-Butterfly-Recognition-Plaque-Accessory-p/butterflygreen.htm>)

**ACRYLIC BUTTERFLY RECOGNITION PLAQUE**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/GREEN-BUTTERFLY-RECOGNITION-PLAQUE-ACCESSORY-P/BUTTERFLYGREEN.HTM](https://www.donor-recognitions.com/Green-Butterfly-Recognition-Plaque-Accessory-p/butterflygreen.htm))  
Price: \$30.00



(<https://www.donor-recognitions.com/Expanding-Modular-Tree-Module-A-p/moda.htm>)

**MODULE A (FOR ADDING LEAVES TO EXPANDING MODULAR TREES)**  
([HTTPS://WWW.DONOR-RECOGNITIONS.COM/EXPANDING-MODULAR-TREE-MODULE-A-P/MODA.HTM](https://www.donor-recognitions.com/Expanding-Modular-Tree-Module-A-p/moda.htm))  
Price: \$100.00

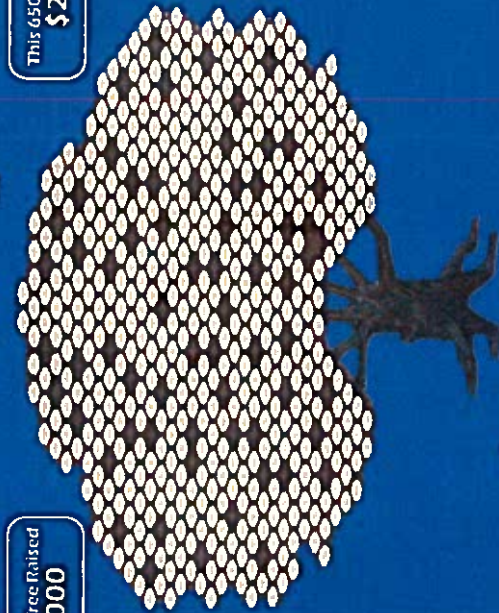


# B&D Donor Recognition

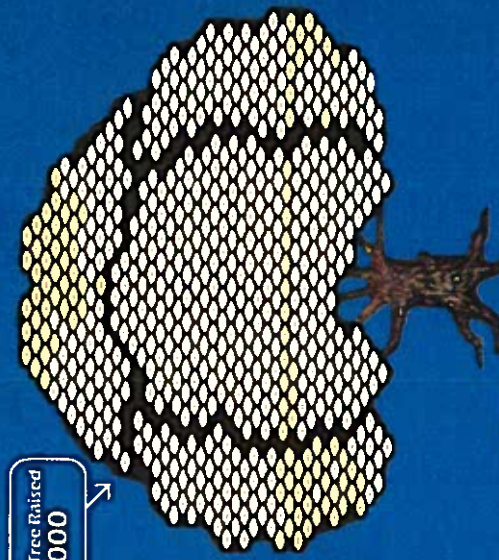


This 400 Leaf Tree Raised \$160,000

This 650 Leaf Tree Raised \$260,000



This 650 Leaf Tree Raised \$260,000



## the CONTEMPO 400 leaf

400 Leaf multi-colored leaves - Size 6'6" w x 6'4" h



CONTEMPO 650 7'4" w x 6'3" h



CONTEMPO 300 4'0" w x 5'4" h



CONTEMPO 200 4'0" w x 5'0" h

## the FUTURA 500 leaf

500 Leaf with gold colored leaves - Size 6'10" w x 6'6" h



FUTURA 400 6'3" w x 5'9" h



FUTURA 150 4'10" w x 4'5" h

## the CLASSIC 650 leaf

650 Leaf with gold colored leaves - Size 7'4" w x 6'3" h



CLASSIC 300 4'0" w x 5'4" h



CLASSIC 220 4'8" w x 4'6" h



CLASSIC 100 3'8" w x 4'0" h

- Leaf Quantities from 100-1,000 • Leaf Colors: Gold, Silver, Bronze, Green, or Combo
- Expandable Trees • Acrylic Backgrounds Are Available in Clear, Bronze or Scenic Colors
- Cast Bronze Trunk Included



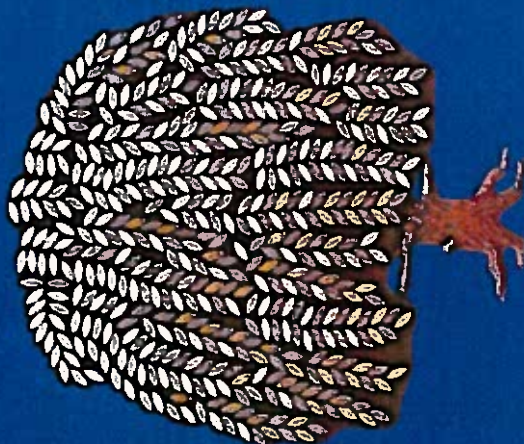
Wall Systems • Plaques • Trees  
1879 Old Cuthbert Rd #21  
Cherry Hill, NJ 08034

Leaf Size: 1.5" h x 3.5" w  
The leaf surface is 1.2 scale 30% of actual size

Gift of  
Walter &  
Mary Hancock

Handwritten signature: Walter & Mary Hancock





*the* **WILLOW** 500 leaf  
Willow 1,000 Leaf Also Available

**The Tree Package Includes:**

- Cast bronze metal sculpted trunk
- Laser cut and laser drilled acrylic background panels
- Leaves, blank, and/or engraved are screw mounted to the acrylic panels when shipped
- Metal leaves available in 5 colors (gold, silver, bronze & green)
- Installation template, hardware

**Rocks**  
Small, Medium & Large



**Engravable Doves**



**Acorns**  
Small, Medium & Large



**Leaf Colors**  
Gold, Silver, Bronze, Green

Wall Systems • Plaques • Trees  
[www.bddonorrec.com](http://www.bddonorrec.com)



50 Leaves



75 Leaves

Universities • Hospitals  
Houses of Worship  
Non-Profit Organizations

*Honor the gift...  
Honor the giver*



1879 Old Cuthbert Rd #21  
Cherry Hill, NJ 08034

**FUND RAISING RECOGNITION TREES**



CLASSIC



FUTURA



WILLOW



- Honor the gift...Honor the giver
- Leaf Capacities from 100 to 1,000 Leaves
- Special Savings on Bronze Metal Trunks
- Precision Laser Production • Quality Products