Locust Valley Historical Society (LVHS)

Public Reporting and Transparency Policy

I. Purpose:

A. The Locust Valley Historical Society (LVHS) believes in transparency and accountability to its constituents and the public by making available information on LVHS's governance structure, governance policies and documents, financial condition as reflected in audited financial statements, and major programs.

B. This policy implements Internal Revenue Service requirements regarding public disclosure of LVHS's IRS form 1023 exemption application and annual reporting IRS forms.

II. Information Available to the Public

LVHS shall post on its website and make available upon request the following information and documents in a timely manner:

1. Governance Documents, including:

a. A list of the current officers and directors of LVHS;
b. Articles of Incorporation;
c. Bylaws;
d.Charters of all Standing Committees – *these may include*: Executive Committee, Governance and Nominating Committee, and Finance and Audit Committee;
e. Code of Ethics;
f. Conflict of Interest Policy;
g. Corporate Governance Policy;
h. Whistleblower Policy;
i. Executive Compensation Policy, *if any*;
j. Public Reporting and Transparency Policy.

2. Financial and IRS documents, including:

a. IRS form 1023 exemption application;
b. IRS form 990 and 990T;
c. Audited financial statements.

III. Delegation of Authority for Website Management

LVHS delegates to the _____ the authority to manage the LVHS website and other online social media presence in accordance with this policy and with the further objectives of informing LVHS's membership, donor's and the public of LVHS's major activities and programs and providing information that supports LVHS's mission.

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