

SEBASTOPOL VILLAGE OPERATING PRINCIPLES

1. The Sebastopol Village (SV) is an intentional network of people who support each other as we age in our homes. By cultivating enjoyable relationships and helping each other as needs arise, all members contribute to a vibrant, purposeful, loving community.
2. SV is managed by a four-person “coordinating council”. In its initial stages, SV decisions were made by all members in a general meeting, however as the size of the group increased this became unwieldy, and the membership decided to create a coordinating council to manage the organization with feedback from the full membership.
3. SV is a membership organization with annual dues to cover such things as website maintenance, event space, snacks and drinks for events, paid memberships in supportive organizations, etc.
 - a) Memberships are individual.
 - b) 2026 dues are \$30. [If a member feels that the increase from \$45 (2025 household dues) to \$60 (two individual memberships in 2026) is a problem, they can ask to have the increase waived.]
 - c) Members indicate whether they intend to be "Primary" or "Secondary". Primary members actively participate in SV activities and contribute their time and energy in support of the village. Secondary members may occasionally participate but typically join to support the goals of SV (e.g., spouses, partners, members of the community).

These designations help SV plan its activities, open houses, meetings, etc. It also helps SV determine how many new members it can comfortably accept.
 - d) Annual dues payments are accepted after January 1 (and must be dated in January) and due by January 31.
 - e) Dues for new members joining in October, November or December also cover membership for the following calendar year.
4. Members and volunteers are the heart of a village, and attracting them is an ongoing activity. SV's activities are member-driven, as members take responsibility for organizing, promoting, directing, etc. events or offerings.
5. SV has a process for considering and onboarding new members:
 - a) Individuals interested in joining SV are directed to the Contact Us page at www.sebastopolvillage.com to complete a form expressing this interest.
 - b) The coordinating council (CC) member who monitors email to info@sebastopolvillage.com will forward the completed form to a designated CC member who will contact the sender within 48 hours to schedule an introductory meeting. If the designated CC member isn't available for this, they'll contact another CC member to follow up.

- c) After the introductory meeting takes place:
 - 1) The individual may be directed to the SV website to download the membership form from the About Us page, complete it, and deliver it and the dues payment as instructed on the form, or
 - 2) The CC member will discuss the individual with the rest of the council to determine membership appropriateness.
- d) A designated CC member will add new members to the SV Google Group, Gmail contacts, member contact list, etc. They will also email the new member regarding Members Only page password, bios, profile picture, Calendar, etc.
- e) The CC may recruit volunteers to assume some of the responsibilities outlined above, but not the introductory meeting.

6. Members and SV must be compatible. Members who decide that SV isn't right for them may leave at any time. The coordinating council may find a member incompatible with SV and terminate the membership, but only upon unanimous agreement. In that case, a refund may be issued.

7. Members are asked to direct their questions, comments, feedback, etc. to one or all members of the coordinating council for discussion by the full council. The SV email address is sebtownvillage@gmail.com.

8. SV has the Sebastopol Community Cultural Center as its "fiscal sponsor" and operates under SCCC's 501(c)(3) non-profit status. SV itself is not a non-profit organization.

9. Members become part of SV's Google Group (GG). The purpose of our GG is to communicate to members about events and activities. Guidelines for GG use:

- a) Emailing to sebastopol-village@googlegroups.com will reach everyone in the group
- b) Emails are used to extend an invitation to everyone, announce a village-related event, ask for help
- c) Emails should include a reminder to respond directly to the member sending the email and not to click "Reply all" which sends the email to GG (i.e. all members of the group)
- d) Emails are not for ongoing discussions, partisan political items, events unrelated to SV or its members

10. SV maintains a website – www.sebastopolvillage.com – that includes our Intention Statement, Membership Information and Form, Calendar of Activities and Events, Resources, Member Bios, Member Contact Information, and Coordinating Council Meeting Minutes.

11. The coordinating council will create and post on the Members Only page of our website a list of members with their contact information to facilitate direct conversations between members. The page also includes member pictures and short bios.

12. The coordinating council will keep members informed of upcoming SV member events and member-related events via the Calendar on our website.

13. SV is a member of the Village Movement of California and participates in VMC's village incubator program.

14. SV is a non-profit organization member of the Sebastopol Area Time Bank (SATB). SV's account with SATB is "funded" with *hours* for SV volunteers to claim for helping to run SV or manage SV events (just participating in an event doesn't count). SV manages its account and creates the exchange on the SATB member website to transfer hours to the volunteers who must join SATB to bank those hours which could then be used to obtain services from other SATB members.