

**FINAL FOR APPROVAL**  
**Residents' Council & SRC LIVING LEGACY FOUNDATION**  
**POLICY AND PROCEDURE FOR RELATIONSHIP as of August 1, 2020**

**POLICY:**

It shall be the policy of the SRC Residents' Council and SRC Living Legacy Foundation to maintain a collaborative relationship toward the enhancement of the SRC employees, their children and the Saratoga Retirement Community residents.

**PURPOSE:**

The purpose of the Residents' Council is defined in their By-Laws. The purpose of the Living Legacy Foundation non-profit corporation is defined in their Articles of Incorporation.

The Residents' Council exists as a conduit of information and issues to and from the SRC residents. The purpose of the SRC Living Legacy Foundation is to make educational grants to employees and their children, and to make funds available to residents whose total subsidy has been exhausted.

**PROCEDURE:**

- Annually, preferably at the first meeting of the Residents' Council (RC), the RC President shall appoint a proposed liaison from the RC to the Living Legacy Foundation (SRC LLF).
- The liaison will be the primary communication link between the RC and the SRC LLF.
- Monthly, or as needed, the liaison will report activities of the SRC LLF to the RC.
- Monthly, or as needed, the liaison will report pertinent activities of the RC to the SRC LLF Board.
- SRC LLF will publish an annual report available to the SRC residents.

SIGNATURE

Richard DuBridge

Richard DuBridge

NAME

Chairman, LLF

TITLE

7/27/20

DATE

Sharon Lee Annis

Sharon Lee Annis

SRC  
Resident Council Pres.

8/10/20

07/24/2020