



Bill Reid Foundation Policies

Policy Name: Correspondence 2023.1

Area: Limitations

Date Adopted: December 8, 2016

Reviewed: March 7, 2023

Purpose

The purpose of this policy is to ensure correspondence (electronic and print) is managed consistently and professionally.

All outgoing correspondence will reflect the values and professionalism of the Bill Reid Foundation (“the Foundation”) and its Gallery. Bill Reid Foundation or Gallery letterhead will be used for outgoing correspondence.

Board decisions shall be reflected as collective Foundation decisions and not any one person’s opinion.