

Duties of a TRA Compassionate Service Rider

1/26/2023

TRA Compassionate Service Riders should:

Let all members of your chapter know that you are the TRA contact person when a member of your chapter is very sick, hospitalized, or has passed away. Ask them to let you know if they become aware of one of the above mentioned circumstances and information about it has not yet been posted on our website.

When you become aware that a member of your chapter is very sick and/or hospitalized, with their permission, you should post that information on the TRA website- click on "Forums", "General Discussion" and "Compassionate Service Rider"- with a note wishing them a speedy recovery. Also, post the same information and note on our private Facebook group, "Temple Riders Association, Official Group for TRA Members".

A Get Well Card should be sent to members that are very ill, and/or hospitalized. You should write a positive message on the card and sign it, "Love, Your Friends in The Temple Riders Association".

Keep the general membership of the TRA updated of changes in the health conditions of those who are sick and/or hospitalized by posting those updates on the TRA website and Facebook group (see above).

When a member of your chapter passes away, it is your responsibility to become informed of the details of the funeral services to be held and post that information on the TRA website and Facebook group along with words of love and comfort.

Flowers should be sent when a member passes away. Be aware that the spouse of a member is also a member, regardless of whether their name shows up on our website or not. Include a message of love and sympathy on the card that accompanies the flowers and have it signed, "Love, Your Friends in The Temple Riders Association".

Make arrangements for the flowers to be sent to the location where the first of the funeral services is to be held. If no service is to be held, send the flowers directly to the home of the spouse. If there is no living spouse, the family member arranging for the burial should receive them. Sometimes, when it seems more appropriate, a plant is sent.

Include with the flowers or plant a ribbon/sash with the initials of our organization on it. "**TRA**" in block letters works best. If our organization's initials are only available in cursive, make sure there are two spaces between the letters so they are easier to identify. An example is *TRA* becomes *T R A* .

Expenses incurred for flowers, cards, and stamps will be reimbursed to you from the general fund of the TRA. Requests for reimbursement should be emailed, along with digital copies of the receipts, to the current Treasurer of the TRA. The cost of appropriate floral arrangements for a funeral will generally range between \$125.00 and \$175.00. Use your own judgment when selecting the arrangement. If the cost is going to exceed what is shown here, you should get approval from the General Director. With inflation, we know these guidelines on expenditures will eventually need to be adjusted. You will find the contact information for the Treasurer on the TRA website. Click on "Dashboard", then "Roster", then "General Officers". You will also find the contact information for the General

Director on the TRA website. Click on “Dashboard”, then “Roster”, then “Executive Committee”.