Board Meeting/Work Session Date: January 8, 2019 Senior Lead: Liz Large, Interim General Counsel

SUBJECT: Amendment of Reimbursement of Expenses ² Board of Directors

1.40.080-P ² Second Reading

I. BACKGROUND

The current policy allows for the District to provide to Board members reimbursement of actual expenses or an annual stipend. The proposed amendments conform the policy to state law, limiting the reimbursement options to only reimbursement of actual expenses.

II. RELATED POLICIES/BEST PRACTICES

III. ANALYSIS OF SITUATION

If not amended, the policy will not conform to state law.

IV. FISCAL IMPACT

Anticipated to be negligible.

V. COMMUNITY ENGAGEMENT (IF APPLICABLE)

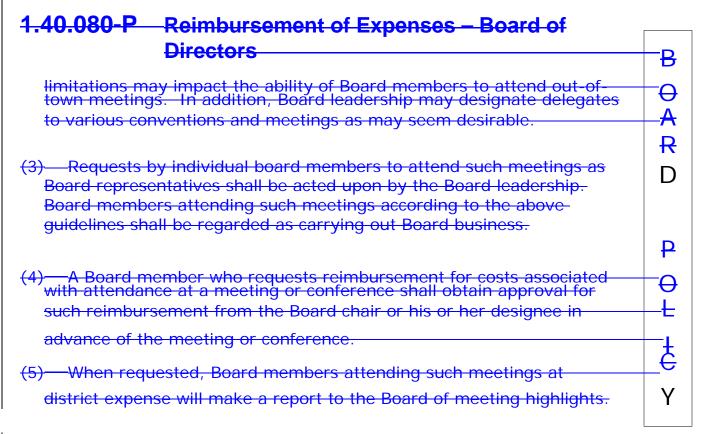
Immediate implementation with retroactive application to July 1, 2018.

1.40.080-P Reimbursement of Expenses – Board of Directors

В

A

O



HH-II. Out-of-Town Travel

- (1) <u>Authorization</u>. Reimbursement for travel-related expenses, whether for Attendance at State and National Meetings (in accordance with Section II above) or for other purposes, will be authorized when the member informs Board leadership of his/her purpose, and the travel is related to pending business of the Board or a Board committee to which the member is assigned.
- (2)(1) Covered Expenses. Authorized Board travel expenses shall be limited to transportation, meals, lodging, incidental expenses, and conference fees, if applicable. Reimbursement for alcoholic beverages and entertainment is not allowed.
- (3) (2) Rate of Reimbursement. The rate shall be the same as approved for district personnel, as defined in the Administrator's Manual. Only Board members may be reimbursedment for actual expenses paid and documented with itemized original receipts will be allowed. Board members may be reimbursed for travel-related meals at the then-established District per diem rate or may submit actual itemized original receipts for meals.

В

O

1.40.080-P Reimbursement of Expenses – Board of Directors

(2) Board members choosing this methodology for reimbursement will receive a corresponding Form 1099 from the District each calendar year, since such a stipend is reportable as income and fully taxable, unless the amount of the stipend is below the IRS minimum.

A R D

(3tb3 1BT/TT114g12.46 0 Tg0 Tc()Tj/TT.82 Tm/Cs6s .003922 .003922 9312.461 scn