

TID BOARD POLICY

Title: **Board Travel and Training Reimbursement**

Policy Number: **TIDBP-10**

Board members shall have the opportunity to attend conferences, meetings, training, and various activities that are appropriate to their work as Directors and provide value to TID.

As part of this policy:

- A. Each Board member shall have an annual budget for travel and training purposes of \$10,000.00, adjusted annually for inflation based on the Travel Price index (July-June) and rounded to the nearest hundred dollars. The training budget shall include attendance at community functions.
- B. If a Board member exceeds his or her annual budget, then he or she shall be responsible for publically providing an explanation for exceeding the budget at a Board meeting.
- C. The Board shall approve its travel and training budget annually.
- D. Budgeted travel and training budget shall expire at the end of each calendar year with no rollover option.
- E. The Board travel and training budget shall be managed by the General Manager as part of his budget.
- F. Board members shall submit all relevant travel and training receipts to the Executive Secretary to the Board within two weeks for reconciliation.
- G. Expense reimbursement forms for travel and training shall be completed by the Executive Secretary to the Board, signed by the Director and submitted to the General Counsel for approval.
- H. Board members shall report at a regular Board meeting on their attendance at meetings, conferences, and training as required by law.
- I. New Board members shall receive an orientation in the Board's travel and training policy.

Date of Adoption: 12-23-14

Resolution No.: 2014-114