

Trustee and Fellow Compensation Policy

Purpose: To ensure consistency of all meeting and conference fees.

Attendance at Board of Trustees and Committee Meetings:

Trustees will be compensated \$1,000 per day for attendance at Board of Trustees, Executive Committee, Personnel & Compensation Committee, Audit & Finance Committee and Nominating Committee meetings where they are required to attend in person. This compensation includes site visits that are part of a meeting. Partial days will be treated as full days and paid at the \$1,000 per day amount. Fellows will be compensated one-half that of Trustees.

Trustees and Fellows will be reimbursed for travel expenses to and from all meetings (held at a location other than their home base) in accordance with the Foundation's Accountable Expense Reimbursement Plan.

Trustees will be compensated \$200 per hour over 30 minutes, capped at \$1,000 for each meeting held via teleconference, whether Board or Committee. Fellows will be compensated one-half that of Trustees.

Meeting compensation and expenses will be paid to Trustees and Fellows within fourteen (14) days of the meeting and after Minutes are provided to the Secretary for safekeeping.

Attendance by Executive Committee (EC) Members at EC Meetings:

EC Members will be compensated \$1,500 per day for attendance at **Executive Committee** meetings where they are required to attend in person. Partial days will be treated as full days and paid at the \$1,500 per day amount. This compensation does not include site visits that are part of a meeting, nor attendance at any other meeting, including professional development. All other meetings will be compensated at the Trustee rate of \$1,000 per day.

EC members will be reimbursed for travel expenses in the same manner as Trustees (described above). EC members will be compensated for attendance at teleconference meetings at the same rate as Trustees (described above). Meeting compensation and expenses will be paid to EC members in the same manner as Trustees (described above).

Attendance at Other Meetings and Professional Development:

Trustees will be compensated \$1,000 per day for attendance at any meeting over four hours (including travel) where they are acting on behalf of the Foundation and they are required to attend in person. This compensation includes conferences attended for professional development. Fellows will be compensated one-half that of Trustees. Attendance at any such meetings or conferences must be approved in advance by a majority of the Board of Trustees.

Trustees and Fellows will be reimbursed for travel expenses to and from all meetings and conferences (held at a location other than their home base) in accordance with the Foundation's Accountable Expense Reimbursement Plan.

Meeting compensation and expenses will be paid to Trustees and Fellows within fourteen (14) days of the meeting or conference and after a brief written description of what was learned at the meeting is provided to the rest of the Board and to the Secretary for safekeeping.

Trustees Who are Also Officers:

Trustees who are also **Officers** will be treated as salaried employees of the Foundation. As a salaried employee, the Trustee/Officer is eligible for the Foundation's health and 401(k) benefits currently in effect. Health benefits offered to salaried employees are paid in full by the Foundation. All salaried employees are reimbursed for mileage expenses at the rate outlined in the Accountable Expense Reimbursement Plan. Salary will be calculated using the Member, Trustee, and Executive Committee meeting fees as stipulated above. Salary will be paid at the end of each month, minus applicable required federal and state deductions. Salary amount will reflect the current months meeting attendance.

REVISION HISTORY:

Revision	Discussion	Meeting Type	Date
7	Members were removed from the compensation policy	Board of Trustees	10/2015
6	All officers will be considered salaried employees	Board of Trustees	05/2015
5	Amended to Add Increased Executive Committee Fees	Board of Trustees	07/2014
4	Amended to Add Conferences & Prof. Development	Board of Trustees	10/2012
3	Compensation of Fellows – ½ that of Trustees	Members Meeting	04/2011
2	Issues & Answers – Fee Schedule Changes	Board of Trustees	01/2010
1	A&F Presented Changes Made to Include Members	Annual Mtg. of Trustees	10/2009
Created	Committee Reports – Trustee Compensation Policy	Board of Trustees	08/2008