

**MORA-SAN MIGUEL ELECTRIC COOPERTIVE, INC.**  
**PROVIDING FOR BOARD MEMBER REIMBURSEMENT**  
**BOARD POLICY NO 114**  
**Supersedes Policies No. 4 & 49**

**SUBJECT: Board Member reimbursement**

**OBJECTIVE: To establish the services for which board members as such will be reimbursed, the level(s) of such reimbursement, and the conditions applying thereto.**

**POLICY:**

Section 11 of Article 4 of the Cooperative's By-laws authorizes payment of per diem and mileage reimbursement for Board Member attendance at meetings of the Board and for the performance of their duties otherwise. By this Policy No. 114, the Cooperative establishes the standards and methods for paying such reimbursement and the conditions applying thereto, as follows:

1. Board Members shall be paid per diem reimbursement for one meeting per month, as hereinafter provided, for attendance at meetings of the Board or of any committee thereof and for the performance of their duties otherwise. A Board or committee "meeting" for the purpose of officially conducting business, including telephone conference meetings, except that such a meeting for a fixed location will still qualify as such if its incapability to conduct official business due solely to the absence of a quorum.
2. In applying this Policy, the following standards will be observed:
  - A. For all or any portion of one prior day traveling to or one subsequent day traveling from a meeting or other activity, site, one meeting day will be counted.

## MSMEC Policy #114

### Page 2

- B. Although two or more meetings or activities, or a combination of travel and one or more meetings or activities, may occur on a single day, only reimbursement for that one day will be allowed.
- C. The Cooperative will pay the accidental death (24 hours)
- D. The per diem fee provided shall consist of the following:
  - 1. One Hundred Twenty-Five Dollars (\$125.00) attendance fee for one meeting per month whether it is a Cooperative meeting or a State or National meeting authorized by the Board, regardless of the length of the meeting.
  - 2. Mileage as allowed by the IRS, from the Board Member's residence to the place of meeting and return.
  - 3. A reasonable room rate will be paid by the Cooperative if the Board Member is on Cooperative business.
  - 4. Taxi fares – reasonable costs with receipts.
  - 5. Incidental expenses with receipts. The calculation of per diem and any repayments due for each Board Member shall be conducted monthly.
  - 6. Payment of the amount provided for above shall be made by the Cooperative directly to the Board Member.
  - 7. For attending meetings and otherwise performing duties pursuant to authorization thereof by the Board, directors can be advanced or reimbursed their related expenses actually, necessarily and reasonably incurred and expended by them, with receipts.
  - 8. All reimbursement paid under this Policy shall, if the total thereof by law requires such, be reported on IRS Forms 1099 and 1096, a copy of the former being timely furnished to each Board Member.

The Board shall be responsible for the enforcement of this Policy.

Approved: April 13, 1993  
Effective: April 13, 1993  
Reaffirmed: February 24, 1995  
Revised: February 21, 2005

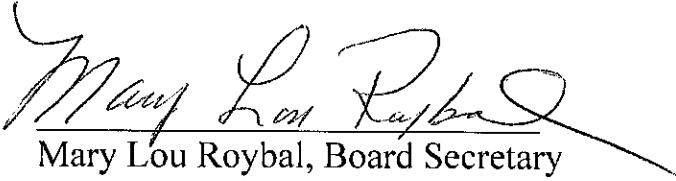
**MSMEC Policy #114**

**Page 3**

Reaffirmed: September 29, 2005

Revised: September 29, 2005

Revised: November 24, 2009



Mary Lou Roybal, Board Secretary