FISCAL POLICY League of Women Voters of Clarion County

- I. Registration fees
 - The LWVCC will pay the registration fee for at least one member attending a meeting of interest to the LWVCC. Board approval is required.
- II Except for conventions and State Council travel expenses incurred attending an approved meeting will be reimbursed at rates set for county government for mileage, meals, and lodging.

Conventions and State Council expenses will be paid as follows:

- A. The least expensive and most practical form of transportation shall be used.
- B. Meals and lodging will be paid in full for the duration of the convention only. Personal expenses, sightseeing, etc., will not be reimbursed.
- III. Operating expenses paid by the LWVCC:
 - A. Materials used, including toll telephone calls and postage.
 - B. Services, such as printing.
 - C. Babysitting services for hours in excess of 3 per day.
- IV. Vouchers, receipts, or bills for payment of the above must be submitted to the treasurer within 60 days.
- V. The LWVCC, being a volunteer organization, will not reimburse for the following:
 - A. Services and time of members performing League duties.
 - B. Personal expenses, such as cost of refreshments, incurred fulfilling League activities.
- VI. Exceptions to the above will be considered by the Board. Application must be made before the expense is incurred.
- VII. Report <u>all</u> expenses to the treasurer, even those for which reimbursement is not expected. Doing that will give a reasonably close accounting of League costs.

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