

REMUNERATION AND REIMBURSEMENT FOR BOARD MEMBERS

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Subject to periodic review of the district budget by the board, each member of the board may receive up to \$50.00 payment for attending, in person, each regular or special board meeting, up to a maximum of \$500.00 for each fiscal year.

Board members may also receive mileage reimbursement for attendance at all regular or special board meetings. The mileage reimbursement rate for board members will be the same rate as used by the District for employee travel reimbursements. The mileage reimbursement rate for board members will be calculated on the total distance from the board members personal residence to the site of the board meeting and the return trip home.

Payments to board members for attendance and mileage reimbursements will be made in the months of December and June of each fiscal year.

Board members may not be employed in any capacity by the district during the term for which they are elected.

Any expense incurred by board members in their official capacity while attending board meetings or representing the board outside the District shall be reimbursed according to state law and board policy.

The Board may grant approval for a Board member to be reimbursed actual expenses in lieu of per diem. Reimbursement for meals is limited to a maximum of \$30.00 per day in-state, and \$45.00 per day out-of-state, Reimbursement for lodging is limited to actual lodging costs, Reimbursement shall be based upon submission of the actual receipt for each expense claimed.

The Superintendent, or designee shall promulgate procedures and forms, in accordance with sound accounting principles which address per diem and mileage reimbursement for the board and district staff.

The Superintendent, or the Superintendent's designee, may grant travel advances to board members for out of district travel approved by the Board. The board member shall submit the required forms to receive any advance. The advance shall not exceed 80% of the travel expenses that would be subject to reimbursement. Any advanced cost which is not supported by receipts, and any costs advanced for travel which is not taken, shall become the personal obligation of the board member. The Board authorizes the Superintendent to pursue all legal remedies for collection of costs, which are not properly documented.

Ref.: NMSA 1978 §§ 10-8-1, et seq. (Per Diem and Mileage Act)
NMAC 2.42.1, et seq.