

Chapter Reimbursement Policy on Club-Wide Meetings

The Chapter Policy on club-wide meetings includes: the AMC Annual Meeting, the AMC Spring Meeting, the Board of Directors Chapters Committee Retreat, and the AMC Fall Meeting.

The policy on Club-wide meetings would also include other AMC meetings such as Conservation, Trails, Family Activities and any AMC meeting that should be attended to carry out official chapter business.

Guidelines for attending Club-Wide meetings

The chapter will pick up 100% of the expenses of the Chapter Chair and Chapter Vice-Chair to attend the four (4) club-wide meetings to include:

Attending Club Meetings but do not travel in their cars:

- a. Meals and lodging at the facility where the AMC meeting takes place
- b. Friday dinner with up to a limit of \$10.00 per person

Attending Club Meetings and traveling in their car or cars:

- a. Meals and lodging at the facility where the AMC meeting takes place
- b. Friday dinner with up to a limit of \$10.00 per person
- c. Mileage Reimbursement of 15 cents per mile to and from AMC meetings (minimum of 2 per vehicle)

Executive Board Members who attend Club-Wide Meetings and travel in their cars:

- a. 50% of costs of meals and lodging at the facility where the meeting takes place will be paid by the Southeastern Massachusetts Chapter.
- b. Friday dinner with up to a limit of \$10.00 per person.
- c. Mileage reimbursement of 15 cents per mile to and from AMC meetings (minimum of 2 per vehicle)

Executive Board Members who attend Club-Wide meetings and do not travel in their cars:

- a. 50% of meals and lodging at the facility where the meeting takes place will be paid by the Southeastern Massachusetts Chapter.
- b. Friday dinner with up to a limit of \$10.00 per person.

Spending Limit on AMC Club-Wide Meetings

At the Chapter budget planning meeting in January, a budget for attending club-wide meetings should not exceed 15% of the Chapter's AMC allocation from the previous year, unless it is deemed necessary to increase the limit of 15% by a majority vote of the Executive Board.