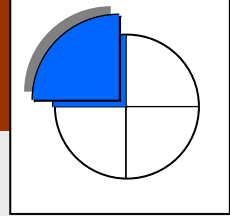


**NORTHERN LIGHTS COLLEGE  
BOARD OF DIRECTORS POLICY**



**Policy Name:** Board and Committee Expenses

**Number:** GP-12

**Policy Type:** Governance Process

**Date Approved:** 19 Jun 2007

**Date Revised:** 18 Aug 2010

Board members shall be paid an honorarium as set out by the Province of BC for attending regular board meetings. Additional time commitments (including travel to and from regularly scheduled board meetings) and expenses will be reimbursed as per the following schedule:

1. Honoraria shall be as follows: \$200 per diem; claimed after four (4) hours per day and staff board members can only claim for board work that is not already compensated by Northern Lights College.
2. Expenses shall be reimbursed as follows:
  - 2.1. Mileage allowance shall be paid at a rate of \$.49 per kilometre.
  - 2.2. Meals for travel within Canada will be reimbursed at a flat rate of \$48.25 per day, or \$10.75 for breakfast, \$14.25 for lunch, and \$23.25 for dinner, without receipts and private accommodations reimbursed at \$40/night.
  - 2.3. For travel in the United States, the per diem reimbursement for meals without receipts will be \$50.00 Canadian
  - 2.4. For travel outside of North America, the per diem reimbursement for meals without receipts will be \$60.00 Canadian.
  - 2.5. For travel exceeding seven consecutive qualifying days, an allowance of \$10.00 per day Canadian without receipts will be provided for miscellaneous expenses such as laundry, portorage, local phone charges, etc.
3. Board members' spouses are not permitted to travel at College expense. If travel arrangements are made by the College for spouses, the costs shall be billed directly to the spouse at the time the arrangements are finalized.
4. The College will award a framed certificate of appreciation to all board members whose terms expire, or who retire or resign from the board. Student board members must complete their term in office before being awarded a certificate.
  - 4.1 The certificate will acknowledge the dates of service and will be signed by the President and the Board Chair.