

**BOARD MEMBER EXPENSES**

The actual and necessary expenses of a director, administrator, staff member or designee of the District incurred in the course of performing services for the District, whether within or outside of the District, may be reimbursed in accordance with the approval and reimbursement procedures of the District. For purposes of this policy, travel expense includes amounts paid for use of personal automobiles, other transportation, and actual expenses or reimbursement in lieu of actual expenses for meals, lodging and related items that are necessary while in the conduct of official business of the District.



<i>CROSS REFERENCES</i>	<i>Policy 6213</i>	<i>Reimbursement for Travel</i>
	<i>Policy 6212</i>	<i>Charge Card</i>
<i>LEGAL REFERENCES</i>	<i>RCW 28A.320.050</i>	<i>Reimbursement of expenses—Advancing anticipated expenses</i>
	<i>RCW 43.03.170</i>	<i>Advance warrants—Issuance--Limitations</i>



*POLICY ADOPTED*                      *November 22, 2010*