

NDLA FINANCE COMMITTEE REPORT TO NDLA EXECUTIVE BOARD

December 2, 2005

Bonnie Krenz, Finance Chairman

Emailed request to all board members for budget needs.

Compiled a budget for review by the Finance Committee.

Finance Committee held the meeting by email. Those members on the email list were Michael Safratowich, Marlene Anderson Beth Postem, Jeanne Narum, Kathy Thomas and Bonnie Krenz.

The committee discussed the attached budget proposal with a recommendation for approval.

Point to be approved from December 2005.

The Finance Committee suggests the 2006 auction money be used Katrina Library Aid, Conference Speakers, Preconference Workshops and/or professional development grants.

The Finance Committee at the request of President Narum makes the following recommendation for reimbursement for out of state travel and reimbursement for speakers:

That out-of-state travel reimbursement rates be set as follows effective January 1, 2006. Out-of-state travel is defined as when the destination is outside of North Dakota.

MILEAGE: Miles @\$0.18 per mile

MEALS: Breakfast(s) up to \$7.80; Lunch(es) up to \$11.70; Dinner(s) up to \$19.50; or \$39.00 per diem

LODGING: Actual Expense

AIR TRANSPORTATION: Actual Expense (coach airfare only)

Speakers presenting in-state will be reimbursed according to in-state rates.

The Finance Committee is in the process of discussing the question of reimbursement prior to travel and/or prepayment of any bills presented.