

NDLA FINANCE COMMITTEE REPORT TO NDLA EXECUTIVE BOARD

December 7, 2007

Bonnie Krenz,

Finance Chairman #16

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, Beth Postem, Phyllis Bratton, Kathy Thomas, Donna James and Bonnie Krenz.

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

The Constitution, Policy, and Bylaw committee would like to revise the statement about reimbursement in each policy manual. This is the statement the finance committee proposed about carpooling. [The Finance Committee recommends that board members planning to request reimbursement of travel expenses for attending NDLA board meetings share travel expenses whenever possible. This includes both transportation \(i.e.. carpooling\) and lodging \(when necessary\). When requesting reimbursement for shared expenses, indicate all parties incurring cost so that each section or committee's budget can be assessed a share of the cost. By reflecting expenses accurately by budget category, incoming section, roundtable and committee chairs as well as the NDLA Finance Committee will be able to plan future budgets with greater accuracy.](#)

The Constitution, Policy, and Bylaw committee would also like to revise the statement about reimbursement at conference for each handbook. The question was asked about reimbursement for those who are not attending conference. Should they be reimbursed for mileage? The finance committee did not address this issue.

Conferred by email about investing the Rudser funds. To maintain the laddering of NDLA investments it was decided to invest the funds for one year.

I reviewed the 3rd Quarter Treasurer's Report.