

## Board of Forestry Governance Committee Meeting, January 2, 2025

1:00-2:00 PM

### Agenda

1. 1:00-1:30 Review proposed addition to the Board Policy Manual
2. 1:30-2:00 Identify any additions, deletions or edits to the Board Policy Manual.

### DRAFT additions to the Board Policy Manual

#### Stipend Policy

Any day when a board member spends one or more hours traveling or involved in a required activity (duty), that board member who meets the eligibility standard would be eligible for a stipend. Required activities would include Board meetings (online or in person), pre-meetings, subcommittee meetings, meetings held at the invitation of agency staff, agency organized board or individual tours, or when the Board Chair or the State Forester authorizes a Board member to represent the Board at an event. Anytime a combination of the above totals one or more hours daily, it would qualify for a stipend. Activities outside these required duties or without authorization to represent the board are not eligible for a stipend, even if they are related to board work.

#### Reimbursement Policy

Any time a board member travels or engages in a required duty, the Board member is eligible for expense reimbursement per the [Oregon Accounting Manual](#). Required activities would include Board meetings (online or in person), pre-meetings, subcommittee meetings, meetings held at the invitation of agency staff, agency organized board or individual tours, or when the Board Chair or the State Forester authorizes a Board member to represent the Board at an event. Activities outside these required duties or without authorization to represent the board are not eligible for reimbursement, even if they are related to board work.