

Rusk Ranch Nature Center

POLICY

MILEAGE REIMBURSEMENT

Adopted by the Board of Directors on AUGUST 3, 2014

MILEAGE reimbursement available for the Executive Director or other staff and volunteers for presentations or specific conferences or organization business other than normal errands everyday errands in Illinois Valley as per the following guidelines:

- mileage is not reimbursed for errands and coming and going for volunteer work at the center.
- mileage may be reimbursed for specific activities as requested by the volunteer or staff on a case by case basis at the rate that the state reimburses: currently 56 cents/mile.
- this reimbursement may be approved by the Executive Director, or Executive Director reimbursement may be approved by the BOD Executive Director supervisor.