
Carmel College Governance Policy 03: Trustee Remuneration and Expenses

Special Character statement

Our college is the Catholic Church in action, an authentic expression of the Church's mission. Therefore, our role as a Catholic college, is, above all, to be a place where every member of this learning community can encounter the living God and our focus is on helping to form Christ in the lives of others. We do this through the Catholic and Mercy traditions.

Outcome statement

Remuneration and reimbursement of expenses to trustees is transparent, fair and reasonable.

Scoping

The Board exercises its right to set the amount that the chair and other Board members are reimbursed for attendance at Board meetings. These honoraria cover the expense of attending Board meetings and are not payment for work undertaken.

The Principal, as a member of the Board, is entitled to the same payment as all other trustees except the chair.

Any other payments or reimbursements are at the discretion of the Board.

Expectations and limitations

Currently at Carmel College:

1. the chair receives \$75 per Board meeting
2. elected Board members receive \$55 per Board meeting
3. there is no payment for working group/committee meetings
4. attendance fees are non-taxable within the agreed non-taxable amounts of \$605 annually for trustees and \$825 for the chair
5. costs associated with attendance at professional development sessions may be met by the Board but prior approval must be sought
6. all other reimbursements are at the discretion of the Board and must be approved prior to any spending occurring.

Procedures/supporting documentation

College reimbursement claim form

Monitoring

Finance Committee to monitor as part of monthly review and to report any spending over approved annual budget.

Legislative compliance

[Income Tax Act 2007](#)

[IRD Honoraria payments to college trustees](#)

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Date reviewed:	December, 2018	Next Review:	September, 2022
BOT chair signature:			