

## **POLICY NUMBER: 1**

### **Directors and Payment of Annual Alliance Meeting Registration Fees**

#### **Background:**

In the past, there has been inconsistency in payment of Directors' registration fees for the Alliance Meeting. In 2014, some Directors made their own payments, while others were registered automatically by the Conference Team.

According to the Memorandum of Association of the International Alliance of ALS/MND Associations, we are authorized to pay directly or indirectly "reasonable travelling and other out of pocket expenses necessarily incurred in carrying out the duties of any officer or employee of the Alliance" (see: Memorandum of Association 5.1.1). At the Board of Directors Meeting on 30 June 2015, the Directors agreed unanimously that costs of registration qualify as expenses necessarily incurred in carrying out a Director's duty to the Alliance. A policy was subsequently developed to reflect this decision and to ensure that registrations are handled consistently in the future.

#### **Policy:**

Current Directors of the International Alliance of ALS/MND Associations will be exempt from paying the registration fees for the Annual Alliance Meeting.

#### **Procedure:**

##### ***Directors:***

To inform the Alliance General Manager of their intention to attend the AGM and Annual Alliance Meeting at least 60 days prior to the event.

##### ***International Alliance:***

To liaise with MNDA regarding registration of Directors and ensure that their names are on the registration list, free of charge.

*Endorsed by the Board of the International Alliance of ALS/MND Associations*

Signed:



(Chair)

Approved by the Board: September 2015  
Endorsed by members: