

## **POLICY ON COMPENSATING BOARD MEMBERS FOR PERFORMANCES**

### PURPOSE

The Lethbridge Pride Fest Society has a mandate to provide to organize and provide an annual gay pride festival to citizens of Southern Alberta, to organize and promote events and/or gathering when deemed necessary that upholds the mission of the Society, to promote LGBTTTQQIA pride throughout Southern Alberta through the pride festival, to promote equality of LGBTTTQQIA members of Southern Alberta communities through the pride festival, to lease, rent or acquire facilities necessary to provide events during pride, to raise funds in any way to achieve the objects of the society, and to use the funds of the Society only according to and in pursuit of these objects. Policies are essential in providing substance to this mandate. The purpose of this policy is to clarify the roles and responsibilities of the Lethbridge Pride Fest Society Board, with respect to compensation for board members for expenses incurred during a performance for the society.

### PERSONS AFFECTED

Lethbridge Pride Fest Society Board

### POLICY STATEMENT

It is the policy of the Lethbridge Pride Fest Society Board to provide compensation for expenses incurred to board members who perform for the society. Performances include, but are not limited to, drag, live music and dancing.

### RESPONSIBILITIES

The coordinator of the event where a board member performs:

- a. Shall be responsible for recommending the amount of compensation needed, using one or more of the following criteria:
  - Receipts submitted by the board member in question
  - Compensation paid to others involved in the event for a similar performance
  - Understanding of time and/or material(s) used/needed for the performance
- b. Shall be responsible for submitting recommendations of amount to one of the Signing Authorities; preferably the Chair, for approval.

The Signing Authority, preferably the Chair:

- a. Shall be responsible for approving recommended compensations provided it falls within the event budget, and is under the sum of \$150.
- b. If compensation requires increasing an event budget, or is over the sum of \$150, it must be submitted to the Elected Members for approval.

Elected Members of the Society's Board:

- a. Shall be responsible for reviewing and approving recommended compensation when submitted by the Signing Authorities, as required under this policy.

Membership:

- a. Shall receive updates from the Signing Authorities detailing the amounts of compensation granted.
- b. May offer comments and guidance regarding Society's compensations.

### PROCEDURES

1. If conflict of interest arises for the Signing Authority the recommendation is provided to, they must recuse themselves from the process and relinquish it to another Signing Authority. If conflict of interest were to arise for all Signing Authorities, the recommendation must be approved by the board.
2. Members who find themselves in a conflict of interest shall excuse themselves from the decision making process. A conflict of interest, can be either real or perceived, and is any conduct that a reasonable person would call into question. Examples of a conflict as it pertains to this policy may include, but are not limited to:
  - Authorizing compensation for one's self.
  - Authorizing compensation for a partner, family member, or person for whom the board member has close ties.
  - Recommending compensation for other performers of an event, where the coordinator will also be performing.
3. Compensation shall not exceed what would be paid to non-board members involved in a similar performance, unless there are extenuating circumstances that would justify doing so. In the event this were needed, board approval would be required.

#### REVISION HISTORY

- September 27, 2017: New Policy