

BRIEFING NOTE

TO: Board

FROM: Executive Committee

DATE: December 7, 2020

SUBJECT: 10.0 Updates to the Honoraria Policy

☒ For Decision

☐ For Information

☐ Monitoring Report

Purpose:

To consider whether to amend the Honoraria Policy to account for expenses incurred during full day virtual meetings.

Background:

Previously, lunches have been provided for full day physical meetings. Section 3.1 (iii) of the Honoraria Policy states that: *"Meal expenses cannot be claimed where the College provides meals"*.

Due to COVID-19, most physical meetings are currently being held virtually. As the College cannot provide meals for virtual meetings, The Board is asked to consider whether it wishes to amend the Honoraria Policy to permit elected and appointed members the opportunity to expense meals during full day virtual meetings.

For Consideration:

Executive Committee considered this option at their meeting on November 23, 2020 and while they felt that board members should be able to claim lunch expenses for a full day virtual meeting, they felt a limit on the amount claimed should be established. The Executive felt that this issue and a review of the honoraria policy to examine if there were any further adjustments required should be assigned to an Honoraria Committee.

Recommendations:

That the Board provide feedback on what changes, if any, should be made to the Honoraria Policy, or on whether the Board should strike an ad hoc Honoraria Committee to review the policy and make recommendations on amendments in the new year.