

Policy for Funds Expenditure to Repair Equipment  
1/31/2014

The purpose of this policy is to allow for the repair of trail maintenance equipment that fails and must be repaired in a timely fashion. The Section Leader is responsible for overseeing the maintenance of the Chapter's trail equipment. As such, this policy allows the Section Leader to expend up to \$300 to repair/maintain the Chapter's trail maintenance equipment without further authorization of the Chapter Board of Directors. The Section Leader must get an appraisal of the cost of repair/maintenance before proceeding with the repair. Should the repair/maintenance cost exceed \$300 the Section Leader must get the approval of the Chapter Board before proceeding with the repair/maintenance. Board approval can be rendered via a board meeting, phone or email. The Section Leader is responsible for obtaining repair receipts and submitting them for reimbursement from the Chapter Treasurer.