

## **E. Reimbursement for SPMS Committee Members**

1. Eligibility for reimbursement of annual USMS/SPMS registration fee shall be based on attendance at over half (at least 50%+1) of ~~the all eligible~~ meetings during the same calendar year ~~prior to the annual meeting~~ (11 total eligible meetings). Committee members must be registered members of SPMS in order to receive the reimbursement.
2. The policy of attendance at over half (at least 50%+1) of the eligible meetings during the same calendar year prior to the annual meeting shall also be used to determine eligibility for reimbursement of registration fees for SPMS championship meets as well as USMS championship meets that took place during the preceding 12 months.
3. The SPMS Secretary shall present the list of committee members eligible for reimbursement at the annual SPMS meeting.
4. SPMS Committee members need to submit reimbursement requests for their registration fees from the championship meets that they attended, and proof of payment must also be provided.
5. The SPMS Treasurer shall reimburse SPMS Committee members who are deemed eligible to have their USMS/SPMS annual fee reimbursed only after the Registrar has confirmed that those people have renewed their registration.

## **F. Other SPMS Policies**

(This is #4)

1. All reimbursable expenses (other than those listed in Section V. D. above) ~~incurred on or after March 20, 2014~~ must be submitted to the SPMS Treasurer personally or by using the prescribed software within 90 days of the date the expense was incurred. Expenses submitted later than 90 days must be approved by the SPMSC before reimbursement.