

Oregon State Organization Reimbursement Guidelines

Account#	Account Name	Travel/miles	Lodging	Meals
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All expenses are paid as per Bylaws & Standing Rules and only to the amount of the adopted budget

5001	President	State/International	State/International	State/Inter.
5002	Vice President	State	State	State
5003	Secretary	State	State	State
5004	Parliamentarian	State	State	State
5005	Treasurer	State/International	State	State
5006	Im. Past Pres.	State	State	State
5007	Admin. Secretary	State	State	State
5112	Leadership	State	State	State
5113	Finance	State	State	State
5114	Mem./Expansion	State/International	State	State
5115	Nominations	State	State	State
5116	Bylaws/Rules	State	State	State
5117	Education Excel.	State/International	State	State
5118	Communications	State	State	State
5119	Music Rep.	State	State	State
5120	Mileage for awards	State	State	State
5121	Dist. Coordinators	State	State	State
5232B	Editor	State/International	State	State
5223	Webmaster	State/International	State	State

Lodging is covered at 1/2 double occupancy.

Meals are covered only when served as a part of the meeting.

Registration fees are NOT covered for anyone.

Committee members MAY receive travel reimbursement for meetings not held at a state convention or conference provided amount is in the budget. The chair needs to give written approval to the controller.

Updated 2/23