

DESTINATION MEDICAL CENTER CORPORATION

RESOLUTION NO. 22-2014

Approving a Travel Policy With Respect to Out-of-State Travel

The following Resolution was offered by James V. Bier, seconded by James R. Campbell:

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED, by the Destination Medical Center Corporation Board of Directors that the DMCC Travel Policy is approved as set forth below, and the Treasurer and Assistant Treasurer of DMCC are directed to administer the DMCC Travel Policy and implement procedures accordingly.

1. Out of State Travel.

Travel outside the State of Minnesota is permitted for DMCC purposes in accordance with this policy.

2. Authorization for Travel.

Travel for DMCC members and staff requires prior authorization from the Chair or Vice Chair of the DMCC. The Chair or Vice Chair may authorize travel for consultants while conducting DMCC business, provided that such travel is in DMCC's interest and benefits the DMCC.

3. Reimbursement of Travel Expenses.

Travel expenses include, but are not limited to, actual expenses with respect to transportation, lodging, meals and incidentals, and other miscellaneous business-related expenses. If airline travel is used, coach fare will be reimbursed. No reimbursement is available for the cost of alcoholic beverages.

Generally, receipts are required for all expenses, with the exception of per diem charges and local transit during travel. Requests for reimbursement of travel expenses must be submitted to the Assistant Treasurer within thirty (30) days of the date eligible expenses are incurred.

5. Amendments to the DMCC Travel Policy.

The DMCC may amend the DMCC Travel Policy from time to time upon a recorded vote of its members.

The question was on the adoption of the Resolution and there were 7 YEAS and 0 NAYS, as follows:

BOARD OF DIRECTORS
Destination Medical Center Corporation

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
James V. Bier	<u>X</u>	_____	_____
Ardell F. Brede	<u>X</u>	_____	_____
James R. Campbell	<u>X</u>	_____	_____
Ed Hruska	_____	_____	_____
William George	<u>X</u>	_____	_____
Susan Park Rani	<u>X</u>	_____	_____
R. T. Rybak	<u>X</u>	_____	_____
Tina Smith	<u>X</u>	_____	_____

RESOLUTION ADOPTED ON September 11, 2014.

ATTEST: 
Tina Smith, Chair
Destination Medical Center Corporation