

**Manitowoc-Calumet Library System  
Board of Trustees Member Policies**

1. MCLS Board of Trustee members may submit claims for mileage for all regular, special, and committee meetings of this body, as well as mileage for an officer performing his/her duties.
2. MCLS Board of Trustee members who wish to attend conferences, seminars, workshops, or committee meetings of organizations pertinent to the business of this Board may be reimbursed for their reasonable expenses, including registration fees, mileage, meals, and rooms, provided there is money available in the MCLS budget, on a first come, first served basis. The Director shall be informed in advance of the intent to attend and coordinate registration, carpooling, and other arrangements.