

SCHOOL NUTRITION ASSOCIATION of UTAH**ALL EXECUTIVE BOARD MEMBERS**

1. Shall be a Member of both SNA and SNAU to serve on the SNAU Executive Board
2. If a Board member cannot be in attendance at a scheduled board meeting, the member is responsible to send someone in his/her place and to notify the President of the change.
3. If a Board member misses two consecutive meetings without an excuse from the President, they will be removed from the Executive Board and a replacement may be appointed by the President to finish out their term.
4. As a Board member, responsible to periodically review budget expenditures and revenues.
5. As a board member, responsible to discuss and vote on SNAU business that is pertinent.
6. All travel expenses must have approval of the SNAU President. Car pooling is encouraged. Rates will be approved annually. (See Financial Guidelines)
7. SNAU will reimburse school districts for substitute wages, benefits and FICA for any board and/or committee member when they are absent from their district on SNAU business as required by Utah State Law, 53A-3-425, *Association leave-District Policy*, when an invoice is submitted by the district for the substitute wages.
8. All Executive Board members are voting members of the House of Delegates.
9. All Executive Board members are to submit a written annual report prior to the annual conference to be included in the House of Delegates folder.
 - a. Submit to SNAU President by May 1st.