



Policy: A05
Adopted: Sept 17, 2008
Last Amended: May 6, 2013

TELEPHONE POLICY

It is acknowledged that many of us use cellular telephones heavily during and between hockey seasons.

We do not wish to in any way discourage ongoing communication with our members.

North Delta Minor Hockey Executive Cellular Telephone Policy

North Delta Hockey telephone reimbursement funds are used to cover out-of-pocket telephone expenses for conducting North Delta Hockey business.

Normally, Executive members will maintain a working cell phone number with the capability for members to leave messages and that these messages will be cleared on a regular (daily) basis.

The Executive member will complete a payment requisition with a notation of the amount related to hockey business. The payments must be submitted in the season that they are incurred.

There are three funding level guidelines:

President/First VP/Second VP/Referee-In Chief/Registrar

The ND Hockey President, Vice Presidents, Referee-In-Chief and Registrar are permitted to submit expense claims beyond personal usage for monthly cell phone use to a maximum of \$50.00 for any given month.

Ice Scheduler

The Ice Scheduler is permitted to submit expense claims for monthly cell phone use beyond personal usage to a maximum of \$100.00 for the months between August 1 and March 31 and \$25.00 for the months April 1 to July 31.

Other Board Members

All other Executive members are permitted to submit expense claims for monthly telephone use that does not exceed \$25.00 in any given month.

If any board member's phone expenses exceed the recommended allowable amount, the President may approve additional monies as long as there is justification for the overage.

Note: Some telephone plans have unlimited local calling and other desirable features such as texting. It may be necessary to dedicate a portion of a member's monthly phone plan to hockey business. This can be done in consultation with the President/Treasurer and will fall within the normal range anticipated by this policy. Phone policies are subject to yearly review and may be adjusted to reflect unexpected events occurring during the season.