

**BY-LAWS OF THE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**

ARTICLE I. AUTHORITY. NAME AND PRINCIPAL OFFICES

The City of Dublin, the City of Pleasanton, the City of Livermore, and the County of Alameda (hereinafter “Members” or “Member Jurisdictions”), have formed a joint powers agency, the Livermore Amador Valley Transit Authority (hereinafter “Authority”), under the California Joint Exercise of Powers Act, Government Code Sections 6500, et seq. The principal offices of Authority shall be located at 1362 Rutan Court, Suite 100, Livermore, California 94551, or at such other locations as Authority shall from time to time designate.

ARTICLE II. PURPOSES AND POWERS

The general purpose of Authority shall be to provide, either directly or through contract, public transportation services within certain areas of the Member Jurisdictions. The purposes and powers of Authority are more fully set forth in the Joint Exercise of Powers Agreement (hereinafter “JEPA”).

ARTICLE III. BOARD OF DIRECTORS

The JEPA provides that Authority shall be governed by a Board of Directors.

3.01 Appointment of the Board of Directors. A Board of Directors (“Board”) shall be appointed in accordance with Article III of the JEPA.

3.02 Meetings.

(a) Time. The Board of Directors may adopt an annual schedule of monthly regular meetings. If the Board of Directors does not adopt an annual schedule of monthly regular meetings, the Board shall have regular monthly meetings on the first Monday of each month at 4:00 p.m. and at such other dates and times as the Board shall from time to time designate; provided that, regular meetings shall be scheduled sufficiently in advance to permit compliance with the Ralph M. Brown Public Meetings Act (Government Code Section 54950 et seq.) (“Brown Act”). If a monthly regular meeting will fall upon a holiday, or the day before or after a holiday, the Board of Directors shall, if possible, at its preceding regular meeting, reschedule the meeting to a convenient date and time.

The Board of Directors may cancel a monthly regular meeting by a vote at a regular Board meeting. In addition, any three (3) members of the Board may cancel a monthly meeting if there is no business for discussion on the agenda for the subject regular Board meeting by delivering, via e-mail or regular mail, notice to each Director and the Executive Director at least 72 hours prior to the subject meeting.

- (b) Place. Regular Board meetings shall take place at locations within the Authority's jurisdiction as the Board of Directors shall from time to time designate by resolution and which are convenient to transit dependents and accessible to the elderly and persons with disabilities.
- (c) Notice. Notice of regular and special meetings shall comply with the requirements of the Brown Act.
- (d) Special Meetings. Special meetings of the Board of Directors may be called at any time by the Chair or Vice-Chair, the Executive Director, or by any three (3) members of the Board, by delivering, via e-mail or regular mail, notice to each Director and the Executive Director. Public notice shall be given as required by the provisions of the Brown Act. The notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings. Written notice of special meetings may be dispensed with as to any Director who, at or prior to the time the meeting convenes, files with the Executive Director a written waiver of notice. Such waiver may be given personally, by e-mail, by mail or by fax.
- (e) Rules of Order. Conduct and procedure for meetings of the Board of Directors shall comply with Roberts Rules of Order.
- (f) Open Meetings. All regular, adjourned, and special meetings of the Board of Directors shall be open to the public as required by the provisions of the Brown Act and applicable case law. However, the Board may hold closed sessions from which the public may be excluded for consideration of those agenda items which may be discussed in closed session by law, and in the manner provided by law. Directors and staff shall maintain the confidentiality of all matters discussed in closed session.
- (g) Agenda. An agenda shall be prepared by the Executive Director or his/her designee for each regular meeting containing the specific items of business to be transacted and the order thereof. Items of business may be placed on the agenda by the Chair or by any three (3) Members of the Board of Directors. Agenda notices shall be issued in compliance with applicable Brown Act provisions.

A copy of the meeting agendas for each Board of Directors meeting shall be transmitted to each member of each Member Jurisdiction's governing body at the same time that the agenda is mailed to the members of the Authority's Board of Directors.
- (h) Minutes. The Executive Director or his/her designee shall keep or cause to be kept written minutes of its proceedings, except closed sessions.
- (i) Official Action of the Board of Directors. The Board of Directors shall take official action by ordinance, resolution or motion.

- (j) Quorum. In accordance with Section 3.9 of the JEPA, four (4) members of the Board of Directors with the authority to exercise five (5) votes shall constitute a quorum for the transaction of business. Actions of the Board require a quorum present and at least a majority of the total votes on the Board. Where there is no quorum, the Chair, Vice-Chair, or any Director shall adjourn such meeting, or, if no Director is present, the Executive Director shall adjourn the meeting.
 - (k) Voting. Voting shall be in accordance with Section 3.10 of the JEPA and by voice; provided that any Director may request that a roll call vote be taken.
- 3.03 Compensation. Directors of Authority shall receive compensation for Agency meetings attended and incidental expenses relating to transit matters in an amount approved by the Board of directors as follows:
- (a) Each member and alternate member of the Board of Directors of Authority shall be compensated One Hundred Dollars (\$100.00) for each day in which they attend meetings of the Board of Directors or engage in other Authority business within or without the boundaries of the Authority, including an Authority Board of Directors committee meeting. Directors shall comply with any travel or reimbursement policies passed by the Board of Directors to govern such expenses.
 - (b) Authority shall conform to the limits established by Section 99157 and 99158 of the Public Utilities Code pertaining to insurance, pensions, retirement plans and other benefits which may be paid to members of the Board of Directors.
 - (c) Notwithstanding the above language, members and alternates who incur travel and personal expenses for attendance at meetings, legislative hearings, conventions, and other business of Authority are authorized to receive reimbursement of travel and personal expenses; provided, however, that Directors shall submit monthly expense reports to the Board of Directors during the sixty (60) days following the month in which the expense was incurred.
 - (d) An alternate Board member shall be paid for attendance at meetings and transit conferences only if his or her regular member does not attend said Board meetings and conferences. Any Authority policies concerning reimbursements for members of the Board of Directors shall apply to alternate Board members unless otherwise stated in such policies.

ARTICLE IV. OFFICERS

- 4.01 Designation of Officers. Authority shall have two (2) officers, a Chair and Vice-Chair, to be elected from among the members of the Board of Directors.
- 4.02 Duties. The Chair shall preside at all meetings of the Board of Directors and shall decide matters of order subject to appear before the Board of Directors. The Chair, or the Chair's designee, shall represent the Board in official matters, and shall take such actions as designated by Board policy in an emergency until an emergency meeting of the Board of

Directors can be convened; provided that, such meeting shall be called as expeditiously as practicable.

The Chair shall preserve strict order and decorum at all meetings of the Board and announce its decisions on all subjects, and decide all questions of order. The Chair or his/her designee shall sign all resolutions adopted and contracts approved by the Board of Directors at meetings at which he or she is in attendance unless otherwise provided by the Board of Directors.

Subject to approval of the Board of Directors, the Chair shall appoint the members and Chairs of committees created from time to time by the Board of Directors.

The Chair shall serve as the liaison between Authority's Executive Director and the Board of Directors. The Chair shall also serve as the spokesperson of the Board relative to all external communications regarding Authority business.

The Vice-Chair shall perform the duties of the Chair if the Chair is absent or unable to act.

- 4.03 Term of Office. The Chair and Vice-Chair shall serve one (1) year terms of office commencing on July 1 of each year. There shall be no limit on the number of terms that a Director may serve as Chair or Vice-Chair. The Chair shall rotate among the four Members on an annual basis with a Pleasanton, County, Dublin, and Livermore sequence.
- 4.04 Qualifications. In casting votes for Chair and Vice Chair, members of the Board may consider the candidate's leadership qualities, ability to conduct meetings of the Board expeditiously and fairly, and willingness to represent and implement positions adopted by the Board when such positions are at variance with his/her political views, as well as any other factors deemed pertinent.
- 4.05 Nomination and Election of Officers. Nomination and election of officers shall be carried out in such manner and schedule as determined by the Board of Directors.
- 4.06 Vacancy in Office. A vacancy in the office of the Chair shall be filled by the Vice-Chair until a new Chair is selected. A vacancy in the office of the Vice-Chair shall remain unfilled until a new Vice-Chair is selected. A vacancy in either the office of the Chair or Vice-Chair shall be filled as follows: at the next subsequent meeting, nominations will be taken from the floor and the Board of Directors shall elect a new Chair or Vice-Chair.
- 4.07 Chair Pro Tem. In the absence of the Chair and Vice-Chair, the Board of Directors shall appoint a Chair Pro Tem to fulfill the duties of the Chair.

ARTICLE V. COMMITTEES

- 5.01 Standing and Special Committees. The Board of Directors shall establish standing and special ad hoc committees as it deems necessary. The Chair may also establish ad hoc committees for a term not to exceed six months.

- 5.02 Membership, Term, etc. The size, term, and charge of committees shall be determined by the Board of Directors. The Chair shall appoint the members and the Chair of committees subject to Board approval. If there are fewer than three standing committees, the Chairs of committees will be from jurisdictions other than that of the Chair and Vice-Chair.
- 5.03 Procedures. Standing committees shall be governed by the following procedures:
- (a) Time. The Board of Directors may adopt an annual schedule of monthly regular committee meetings. If the Board of Directors does not adopt an annual schedule of monthly regular committee meetings, each committee may meet at a day and time set by the committee Chair; provided that meetings shall be scheduled sufficiently in advance to permit compliance with the Ralph M. Brown Public Meetings Act (Government Code Section 54950 et seq.) (“Brown Act”).
 - (b) Place. Regular committee meetings shall take place at locations within the Authority's jurisdiction as the Board of Directors shall from time to time designate by resolution and which are convenient to transit dependents and accessible to the elderly and persons with disabilities.
 - (c) Notice. Notice of regular and special committee meetings shall comply with the requirements of the Brown Act.
 - (d) Special Meetings. Special meetings of committees may be called at any time by the committee Chair or the Executive Director, by delivering, via e-mail or regular mail, notice to each committee member and the Executive Director. Public notice shall be given as required by the provisions of the Brown Act. The notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings.
 - (e) Rules of Order. Conduct and procedure for meetings of the committees shall comply with Roberts Rules of Order.
 - (f) Open Meetings. All regular, adjourned, and special meetings of standing committees shall be open to the public as required by the provisions of the Brown Act and applicable case law. However, committees may hold closed sessions from which the public may be excluded for consideration of those agenda items which may be discussed in closed session by law, and in the manner provided by law. Directors and staff shall maintain the confidentiality of all matters discussed in closed session.
 - (g) Agenda. An agenda shall be prepared by the Executive Director or his/her designee for each regular committee meeting containing the specific items of business to be transacted and the order thereof. Items of business may be placed on the agenda by the Chair or by any two (2) Members of the committee. Agenda notices shall be issued in compliance with applicable Brown Act provisions.

A copy of the meeting agendas for each committee meeting shall be transmitted to each member of each Member Jurisdiction's governing body at the same time that the agenda is mailed to the members of the Authority's Board of Directors.

- (h) Minutes. The Executive Director or his/her designee shall keep or cause to be kept written minutes of its proceedings, except closed sessions.
- (i) Quorum. Two members of a committee shall constitute a quorum for the transaction of business. Where there is no quorum, the committee Chair, or any committee member, shall adjourn such meeting, or, if no Director is present, the Executive Director shall adjourn the meeting.
- (j) Committee Membership. To allow full participation by Board Members on standing committees, a committee may consist of four members, which may constitute a quorum of the Board. As a result, the meetings of such committees shall also be noticed as a meeting of the "Committee of the Whole." In the event that a quorum of Board members is present, the committee will automatically convert into a Committee of the Whole. Likewise, if there is no longer a quorum of the Committee of the Whole, then the Committee of the Whole will automatically convert back into the regular committee. The Chair of the committee in question will also serve as Chair of the Committee of the Whole.

The agenda for each meeting of a committee with at least four members shall include the following footnote:

“In the event that a quorum of the entire Board is present, this committee shall act as a Committee of the Whole. In either case, any item acted upon by the committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.”

ARTICLE VI. STAFF

- 6.01 Executive Director. The Board of Directors shall contract for a Executive Director who shall serve at the pleasure of the Board of Directors. The Executive Director shall be responsible for the overall management of Authority and shall implement and carry out the Board of Directors' policies. The Executive Director's duties shall include managing Authority's financial affairs; hiring and directing the Authority's staff; and planning, organizing and delivering the Authority's transit services. The Executive Director or his/her designee, shall also serve as clerk to the Board of Directors and shall be responsible to keep its minutes, resolutions, and official papers.
- 6.02 Staff and Administration Support Services. The Executive Director may hire other staff people for the Authority as needed, provided that such hiring conforms to the budget and staff positions created and approved by the Board of Directors, and in accordance with the Authority's personnel policy as adopted by the Board of Directors. Staff people or contractors will be employee(s) or contractee(s) of the Authority.

6.03 Financial Support Services.

- (a) Treasurer and Auditor. The Board of Directors may contract with one of the municipal Members Jurisdictions to provide the service of a Treasurer and an Auditor, or
- (b) Alternate Financial Support Services. The Board of Directors may, in its discretion, direct the Director of Administrative Services to provide the services of a Treasurer/Auditor, and for any other administrative services including, but not limited to, accounting, payroll, and auditing.

6.04 Legal Services. The Board of Directors may, in its discretion, appoint legal counsel or make other provisions for legal services.

ARTICLE VII. BUDGETARY PROCESS

7.01 Fiscal Year. The JEPA provides that the fiscal year for Authority shall be from July 1 to June 30.

7.02 Budget. For each fiscal year, the Board of Directors shall adopt a comprehensive budget for Authority which shall be consistent with funding availability, including anticipated revenues from operations, available financial assistance, and contributions to be received from member jurisdictions. Authority may contract with Member Jurisdictions to aid and assist it in planning, the administration, review, and monitoring of operators' contracts, and such other functions as it deems necessary and appropriate, in which case the budget shall also include funds for member jurisdictions to carry out such functions.

7.03 Financial Assistance. The JEPA provides that Authority may directly claim on behalf of Member Jurisdictions such regionally-administered, state, federal, or other financial assistance as is available to member jurisdictions for public transportation services. Such financial assistance shall be actively sought; and, member jurisdictions shall provide such assurances and perform such acts as necessary to assist such claims by Authority.

ARTICLE VIII. INSURANCE

Authority shall maintain insurance coverage in at least the following amounts and each Member Jurisdiction shall be named as an additional primary insured:

PUBLIC LIABILITY

General Bodily Injury	-	\$ 1,000,000 Per Occurrence
General Property Damage	-	\$ 100,000 Per Occurrence

or

Combined Single Limit on Bodily Injury and Property Damage Liability	-	\$ 1,000,000
--	---	--------------

VEHICLE LIABILITY

Bodily Injury	-	\$ 1,000,000 Per Person/\$10,000,000 Per Occurrence
Property Damage	-	\$ 250,000 Per Occurrence

or
Combined Single Limit on Bodily Injury and Property Damage
Liability - \$10,000,000

WORKERS COMPENSATION

Workers Compensation with statutory limits, as required by Section 3700, et seq. of the California Labor Code, or any subsequent amendments or successor acts thereto governing the liability of employers to their employees.

EMPLOYER'S LIABILITY

Employer's Liability - \$ 1,000,000

ARTICLE IX. COMPLIANCE WITH FEDERAL AND OTHER STANDARDS

In the preparation of its financial documents and records, including its budget, and in the development and operation of its public transportation system, Authority shall comply with all applicable requirements of the Metropolitan Transportation Commission, the California Transportation Development Act, the Federal Highway Act, as amended, the Federal Transit Act, as amended, and any other applicable acts or statutes or rules or regulations adopted thereunder, or amendments thereto.

ARTICLE X. PLANNING SERVICES

Authority shall, as determined by the Board of Directors, plan for public transportation services and coordinate such planning among contract operators, member jurisdictions, and regional agencies. Authority staff may provide assistance to member jurisdictions in developing local plans and plan amendments. Authority may also accept assistance from member jurisdictions in developing public transportation plans and plan amendments.

ARTICLE XI. TERMINATION

Member jurisdictions may terminate their participation in Authority only as provided in the JEPA.

ARTICLE XII. AMENDMENT

These By-Laws may be amended by the Board of Directors in accordance with JEPA sub-section 3.11(a).

ARTICLE XIII. NEW MEMBERS

- 12.01 Statement of Intent. Alameda County is an area in which institutional arrangements and transportation needs may change. Member Jurisdictions state their intent to welcome participation in Authority by new jurisdictions. Member Jurisdictions recognize that equitable adjustment to the services provided by Authority may have to be made to accommodate changed circumstances and needs, new membership, and/or institutional changes, such as annexation.

12.02 New Members. Public entities may be admitted to membership in Authority as provided in the JEPA. Upon admittance, a new jurisdiction shall be a “Member Jurisdiction.”

ARTICLE XIV. SEVERABILITY

Should any part, term, portion, or provision of these By-Laws be finally decided to be in conflict with any law of the United States or of the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions of these By-Laws shall be deemed severable and shall not be affected thereby.

ARTICLE XV. SUCCESSORS

These By-Laws shall be binding upon and inure to the benefit of any successors or assigns of the Member Jurisdictions.

**POLICY ON COMPENSATION AND EXPENSE
REIMBURSEMENT FOR BOARD MEMBERS, OFFICERS AND
EMPLOYEES**

This policy for compensation, and expense reimbursement for Board members of the Livermore Amador Valley Transit Authority ("Authority") was adopted on October 2, 2023, and is effective as of that date.

1. Board Member Compensation

A. In accordance with the Authority's Bylaws each member of the Board is entitled to receive compensation in the amount of \$150 per event for each day the Board member attends a regular or special meeting of the Board, or of a standing or advisory committee meeting of the Board, and for each day of other service rendered as a Board member as authorized by the Board.

B. Attendance at meetings, seminars, conferences or similar events of any of the following agencies is service rendered as a Board member as authorized by the Board: (1) California Transit Association; and (2) American Public Transportation Association. Additionally, if a Board member is authorized by the Board to participate, join or serve as an Authority representative to any other agency or association to further the interests of the Authority, attendance by the Board member at all subsequent meetings of that agency or association is service rendered as authorized by the Board.

C. For all other meetings, seminars, conferences, or similar events, the Board must authorize the Board member to receive compensation prior to registration or attendance, except as provided in Section 3 below.

2. Board Member Reimbursement

A. The Authority shall reimburse Directors only for expenses that are necessarily incurred in connection with the business of the Authority. In no event shall such reimbursement be in an amount greater than the actual cost to such Directors. No expense of Directors shall be reimbursed except pursuant to these rules.

B. If the Board or this Policy authorizes a Board member's or officer's attendance at a meeting, seminar, conference, or similar event, other than a meeting of the Board or of a committee of the Board, the Board member is entitled to receive reimbursement for all related actual and necessary expenses from the Authority.

C. In addition, a Board member is entitled to receive reimbursement for all actual and necessary expenses from the Authority for attendance at meetings, seminars, conferences, and similar events of the following organizations: (1) California Transit Association; and (2) American Public Transportation Association.

D. Each Board member will be reimbursed at rates established in the then- current Internal Revenue Service Publication 463, or any successor

publications, for travel, lodging, meals and other expenses actually and reasonably incurred in the performance of service rendered as authorized by the Board.

i. Private automobiles shall not be serviced by the Authority and no compensation or other value shall be received for the use of private automobiles except that which is provided in this paragraph D. Travel expenses shall be allowable only for travel outside the area of the Authority's service area, except in connection with assigned duties within the area when such expenses may be authorized by the Board.

ii. Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board member at the time of booking.

iii. Meal expenses incurred within the area of the Authority's system shall not be reimbursed except upon the authorization of the Chair or Vice Chair of the Board, in the absence of the Chair.

E. Organization dues and/or fees shall be reimbursed only to those Board members who have been expressly authorized by the Board of Directors to incur such expenses. Such reimbursement may only be made upon approval as to legality by the Authority's Legal Counsel. Other expenses incurred in connection with such memberships shall not be paid unless they are reimbursable under some other provisions of this Policy.

F. Each Board member seeking reimbursement pursuant to this Policy must file, within a reasonable time after incurring the expense, an expense reimbursement statement. The statement must be filed on the Authority's expense reimbursement form and must be accompanied by receipts documenting each expense. Expense reimbursement statements and related documents are public records under State law.

3. Emergency Provisions

A. Notwithstanding the foregoing Sections I and 2, if an emergency arises and a Board member is required to incur travel, lodging or other expenses to engage in Authority business, a Board member may incur such expenses upon the approval of the Chair of the Board or, if the Chair is unavailable, the Vice Chair or, if the Vice Chair is unavailable, another Board member. Such approval will be subject to ratification of the full Board at the next regularly scheduled Board meeting.

B. An "emergency" shall constitute a meeting, hearing, event or function (a) at which a Board member's attendance or participation is deemed essential to further the interests of the Authority, and (b) which takes place prior to the next regularly scheduled Board meeting

4. Procedure for Requesting Advance Reimbursement

Directors shall submit a request in writing to the General Manager for advance reimbursement of authorized expenses, noting the nature and amount requested.

Advance funds not utilized shall be returned (by check or money order) to the General Manager at the time the final expense account document is submitted. In no case shall the time of submittal exceed 60 days after costs are incurred.

5. Reports

Board members returning from meetings, conferences, seminars, and other activities for which compensation has been paid or expenses have been reimbursed must provide a brief oral or written report to the Board at its next meeting.

RESOLUTION NO. 24-2023

* * *

RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY AMENDING RESOLUTION 24-2006 AND AMENDING POLICY FOR REIMBURSEMENT OF DIRECTORS, OFFICERS AND EMPLOYEES EXPENSES

WHEREAS, by Resolution No. 7-86, the Board of Directors established a policy for compensation of Board members and reimbursement of expenses incurred by Board members, officers and employees in the service of the Authority, which policy has been subsequently amended by Resolution No. 16-91, Resolution 2-1001, and Resolution 24-2006; and

WHEREAS, the Board desires to amend the policy to increase the stipend amount received per meeting from \$100 to \$150.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore/Amador Valley Transit Authority that the Policy for Reimbursement of Directors, Officers and Employees Expenses as established by Resolution No. 7-86, and amended by Resolution Nos. 16-91, 2-2001 and 24-2006, is further amended as set forth in the revised Policy attached to this Resolution.

APPROVED AND PASSED, this 2nd day of October 2023.

Evan Branning

Evan Branning (Oct 4, 2023 16:11 PDT)

Evan Branning, Vice Chair

ATTEST:

Christy Wegener

Christy Wegener (Oct 5, 2023 08:22 PDT)

Christy Wegener, Executive Director

Approved as to form:

Michael Conneran

Michael Conneran (Oct 5, 2023 09:03 PDT)

Michael Conneran, Legal Counsel

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AMENDMENT TO THE BYLAWS OF THE TRANSIT AUTHORITY

This Amendment to the Bylaws of Livermore Amador Valley Transit Authority ("Authority") was adopted on September 11, 2023 in accordance with the procedures established at subsections 5(d)(l) and 5(e) of the Bylaws and is effective as of that date.

Section 3.03 Compensation is deleted and replaced in its entirety to read:

3.03 Compensation. Directors of Authority shall receive compensation for Agency meetings attended and incidental expenses relating to transit matters in an amount approved by the Board of directors as follows:

- (a) Each member and alternate member of the Board of Directors of Authority shall be compensated One Hundred Fifty Dollars (\$150.00) for each event in which they attend meetings of the Board of Directors or engage in other Authority business within or without the boundaries of the Authority, including an Authority Board of Directors committee meeting. Directors shall comply with any travel or reimbursement policies passed by the Board of Directors to govern such expenses.
- (b) Authority shall conform to the limits established by Section 99157 and 99158 of the Public Utilities Code pertaining to insurance, pensions, retirement plans and other benefits which may be paid to members of the Board of Directors.
- (c) Notwithstanding the above language, members and alternates who incur travel and personal expenses for attendance at meetings, legislative hearings, conventions, and other business of Authority are authorized to receive reimbursement of travel and personal expenses; provided, however, that Directors shall submit monthly expense reports to the Board of Directors during the sixty (60) days following the month in which the expense was incurred.
- (d) An alternate Board member shall be paid for attendance at meetings and transit conferences only if his or her regular member does not attend said Board meetings and conferences. Any Authority policies concerning reimbursements for members of the Board of Directors shall apply to alternate Board members unless otherwise stated in such policies.