

Amended 4/19/17

## **Kentucky Medical Association Alliance, Inc.**

### **POLICY**

The policies and objectives of the State Alliance shall be consistent with those of the American Medical Association Alliance, Inc. The State Alliance shall be advised concerning its activities by its Advisory Council.

#### Bylaws and Policy

KMAA Bylaws and Policy shall be available on the Alliance website.

#### Coalitions

The State Alliance will not be represented on the Board of other organizations except with the approval of the KMA and the KMAA Board. The State Alliance encourages working in coalitions with other health organizations with the approval of the corresponding medical societies and/or associations to effectively utilize resources while accomplishing mutual goals.

#### Dues (Refer to Bylaws Article VI, Section 1.)

1. The State dues for Regular and Associate members shall be \$30.00. National dues for regular members shall be \$50.00. The State dues for Resident and Medical Student Spouse members shall be \$1.00. National dues for Resident Physician Spouse and Medical Student Spouse members shall be \$10.00.
2. Members of the new component alliances organized during the year shall pay the usual per capita dues.

#### Finances and Budget (Refer to Bylaws Article VI, Section 3.)

### Budget Preparation

Prepared for the ensuing year prior to the Annual Meeting, the budget is to be based on expected income for that year, taking into consideration Internal Revenue Service requirements for the State Alliance tax status.

### Budgeted Expenses – President

Money budgeted for this officer shall be used at the president's discretion to carry out the duties of the office. It should be realized that this will not cover all expenses incurred.

### Budgeted Expenses -- Other Officers and Chairmen

Expenses shall be limited to postage, telephone (limited use), supplies, copies of project materials, and/or reports when these are necessary to further programs of the Alliance.

### Mileage Reimbursement (When allowed and applied for)

Volunteer travel shall be reimbursed at the current IRS rate per mile. Verification of mileage shall be submitted to the KMAA Treasurer. Mileage reimbursement applies to KMAA President to and from the KMA Headquarters Office and for meetings. Mileage reimbursement applies to Medical Student Spouse and Resident Physician Spouse representatives to a state meeting as allowed in the KMAA budget.

### AMAA Annual Meeting and Leadership Development Conference

The KMAA President shall be the only KMAA member eligible for reimbursement for attendance at the AMAA Annual Meeting and Leadership Development Conference and such reimbursement shall be charged to the president's category.

### Reimbursement to members of the Board of Directors

To be reimbursed in full for expenses up to the amount allotted in the budget, a member of the Board of Directors must submit receipts and an expense voucher to the KMAA Treasurer within 60 days of the date the expenditure occurred.

### Non-budgeted Expenses

Budgets of all officers and chairs shall be adhered to unless permission for special projects is granted by the Executive Committee. A written estimate of costs shall be submitted to them.

Donations or gifts to other organizations or persons shall not exceed \$100. KMAA encourages the practice of memorial donations being made to the KMAA Foundation.

### Report of Expenditures

All officers and chairs shall submit a copy of their expenditures by the end of the fiscal year. It shall be placed on file with the financial records.

### Reserve Fund

A reserve fund is to be maintained for a total of 50% of anticipated yearly income from membership.

### Checking Account

There shall be only one account in the name of the Kentucky Medical Association Alliance, Inc. and all disbursements shall be made by the State Treasurer.

### Internal Revenue Service -- Tax free Status

According to KMAA Bylaws, Article X. Section 2. E. -

The Executive Committee shall maintain the State Alliance's tax status with the Internal Revenue Service.

### Political Campaigns

The organization shall not participate in a political campaign for or against a particular candidate for public office.

### Membership List

The KMAA membership list will not be released to any agency or organization without a written request that has been approved by the KMAA Executive Committee.

### Meeting Guests

The KMAA President may invite visitor(s) to KMAA Meetings. The KMAA will be responsible for meals that are part of the program and other expenses as the situation demands and the budget allows.

NOTE: A policy can be adopted or amended by a majority vote at any meeting of the Board of Directors, with previous notice, or the membership at the Annual Meeting, with or without previous notice. A two-thirds vote is required at a meeting of the Board of Directors if previous notice is not given.