



# Motivation Australia Board of Governors remuneration **policy**

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## 1. Introduction

The Motivation Australia Board of Governors meets at least three times / year; and is responsible for overseeing the affairs of Motivation Australia. Board Members volunteer their time, experience and expertise to carry out Board related duties. From time to time Board Members may undertake additional activities for Motivation Australia as either a volunteer or short-term consultant. This policy defines remuneration arrangements for Motivation Australia Board Members in relation to the performance of Board related duties and additional activities.

For the purpose of this policy, remuneration is defined as:

<b>Remuneration</b>	The total compensation received by an individual in exchange for their service performed for an employer. Typically, this consists of monetary rewards, also referred to as wage or salary.
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## 2. Purpose

The purpose of this policy is to provide clear guidance to the Motivation Australia Board and CEO regarding remuneration to members of the Board.

## 3. Policy

- 3.1. Board Members shall not be appointed to any salaried office of Motivation Australia.
- 3.2. Board Members fulfil their Board related duties voluntarily without remuneration or financial benefit save and except the repayment of reasonable out of pocket expenses incurred in the discharge of his or her board related duties.
- 3.3. Out of pocket expenses may include and are not limited to the cost of attendance at Board meetings.
- 3.4. This does not prohibit a board Member acting in a capacity as a volunteer for Motivation Australia and having their expenses covered. In this instance, payment of expenses will be calculated as they would be for any other Motivation Australia volunteer.
- 3.5. This does not prohibit a Board Member undertaking a short-term consultancy for Motivation Australia where they are deemed by the CEO to have the skills to fulfil a specific consultancy. In this instance:
  - Remuneration will be determined by the CEO in accordance with Motivation Australia consultancy rates;
  - The Board Member will have no part in any Board or other discussion related to the forming of the consultancy contract;
  - Approval will be sought from the Board of Governors and documented in Board minutes.

Motivation Australia <i>Remuneration of Board members policy</i>			V3KS	Page 1 of 2
<b>Document no:</b> POL-0013	<b>Effective:</b> 26/6/2014	<b>Last review:</b> 24/09/20	<b>Next review date:</b> Sep-22	
Motivation Australia - Board of Governors Remueration 2020 V3 POL.docx			<b>Approval authority:</b> Board of Governors	

- 3.6. Any form of remuneration paid to any member of the Board must be disclosed in Motivation Australia's annual financial statements, in accordance with ACNC Governance Standard 2 (Accountability to members); and Australian Council for International Development Quality Principle 7 (Governance).

#### 4. Responsibility

- 4.1. Members of Motivation Australia's Board of Governors are responsible for ensuring compliance with this policy.

#### 5. Related documents

<b>Document no:</b>	<b>Title and location (hyperlink)</b>
POL-0009	Motivation Australia Conflict of interest policy

Motivation Australia <i>Remuneration of Board members policy</i>		V3KS	Page 2 of 2
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Motivation Australia - Board of Governors Remueration 2020 V3 POL.docx		<b>Approval authority:</b> Board of Governors	