

## **WISCONSIN GOVERNMENT FINANCE OFFICERS ASSOCIATION PRESENTER POLICY**

In order to conduct quality educational opportunities for its members, it is necessary for WGFOA to bring in experts from the appropriate fields to be presenters at conferences, seminars, and other training events.

Where possible and appropriate, the WGFOA Board will utilize the skills and talents of its members for this purpose, including associate members.

WGFOA may utilize non-members as presenters, as deemed appropriate by the WGFOA Board.

The following parameters will be used with presenters:

- The presenters will not be required to pay the conference registration fee.
- The WGFOA Executive Committee members will determine whether or not to reimburse the presenter for travel costs.
- The WGFOA Board will determine whether or not it will pay a presenter a fee in order to attract a specific presenter to meet its training needs. In the event the WGFOA Board determines it is in the best interest of the organization to pay a presenter, the appropriate IRS reporting requirements will be adhered to.
- The WGFOA Executive Committee members may elect to give presenters a thank you gift in appreciation for the time they have given to the organization. This gift will fall into the category of de minimus (token) gift as determined by the IRS.

**Adopted: February 2010**