



# IMGA POLICY FOR ADDITIONAL SERVICES PROVIDED BY BOARD MEMBERS

## 1.Introduction

1.1. This policy outlines the procedures and guidelines concerning the provision of additional services by Board Members to the International Masters Games Association (IMGA). It aims to ensure transparency, fairness, and accountability in the engagement of Board Members for services beyond their standard Board duties.

## 2.Scope

2.1. This policy applies to all Board Members of the IMGA who are asked and wish to provide additional services to the organisation, which are not included in their regular Board responsibilities.

## 3.Principles

3.1. The provision of additional services by Board Members should be based on the best interests of the IMGA, and only pursued when such services are necessary, beneficial, and cost-effective.

3.2. Board Members must always act in good faith, maintain confidentiality, and avoid conflicts of interest when providing additional services.

3.3. The engagement of Board Members for additional services should be transparent, accountable, and comply with all applicable laws, regulations, and IMGA policies.

## 4.Identifying the Need for Additional Services

4.1. The need for additional services may be identified by the Chief Executive Officer, the Board, or a designated committee. The identification process

should consider the availability of internal resources and the potential benefits of engaging a Board Member for the service.

## 5.Proposal and Approval Process

5.1. Board Members who are interested in providing additional services must submit a written proposal to the Board, detailing the nature of the services, the expected outcomes, the duration, and the proposed fees or expenses.

5.2. The CEO will review the proposal, considering its merits, potential risks, and alternatives. If the CEO deems it necessary, an independent assessment the board or benchmarking may be conducted.

5.3. The Board Member who has submitted the proposal must abstain from voting on the matter.

5.4. The Board must approve the proposal by a simple majority vote before the Board Member can commence providing the additional services.

## 6.Remuneration and Expenses

6.1. Board Members providing additional services may be remunerated in accordance with the approved proposal, based on fair market value and comparable industry rates.

6.2. Reasonable expenses incurred by Board Members while providing additional services may be reimbursed by the IMGA, subject to the organisation's Expense Reimbursement Policy.

## 7.Conflicts of Interest

7.1. Board Members must disclose any actual, potential, or perceived conflicts of interest related to their provision of additional services, in accordance with the IMGA's Conflict of Interest Policy.

7.2. If a conflict of interest arises, the Board Member must immediately inform the Board, which will determine the appropriate course of action to manage the conflict.



## 8. Policy Violations

8.1. Breaches of this policy may result in disciplinary action, including but not limited to termination of the additional services agreement, withholding of remuneration, or other sanctions as deemed appropriate by the IMGA.

## 9. Policy Review

9.1. This policy shall be reviewed periodically, with amendments made as necessary to ensure it remains relevant, up-to-date, and in compliance with applicable laws and regulations