

## 7th Annual Blessing of the Bikes & Bike Show

**SOUTHWEST OHIO'S PREMIER 2007 EVENT!**

**Benefiting: Ambucs, A Special Wish Foundation and the Wright State University Chapel Fund**

Sponsored by the Dayton 73 Moose Riders

Sunday, May 6th, 2007 at 10 AM (rain date: May 20th)



The Moose Lodge #73, especially the Beavercreek Moosriders, have been great to GreeneBucs.

Their adoption of us as a charity last year has led to many opportunities for GreeneBucs. Just one of which is the money donations which allowed us to purchase and give away over 70 AmTrykes thus far this year!

We truly cherish our clubs relationship with the Moose Lodge, and Moosriders, and now they are asking for our support for their Blessing of the Bikes event. Volunteers are needed to direct traffic, sell tickets, pick up trash etc. the day of the event, and we encourage all GreeneBucs members to make a strong effort to come out and support the Moose Lodge and Moosriders. Naturally GreeneBucs will have the demo trailer and display up, and will need your help too. So come on out for a great day of food, fun and bikes!

## **Demo Site Goes to Columbus Children's Hospital**



On a sunny morning 4 members from GreeneBucs arrived at Columbus Children's Hospital with the demo site in tow, to meet with Jennifer Kocher who Director of the Recreational Therapy Department there.

Occupational and Physical therapists joined the group for an overview of the new AM-TRYKES and a tour of the Demo site where they tried out the adult tryke and looked over the adaptive equipment for the AMTRYKES.



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## Board Approves Expense Reimbursement Policy

As our club's commitments continue to grow outside the boundaries of the Miami Valley, it became apparent to the board that there needs to be a policy to regulate reimbursement for member expenses while conducting the affairs of the club.

The board appointed two members to draft such a policy and present it at the March meeting where it was reviewed and subsequently approved.

Key Points of the Policy are:

- ◆ All requests must be submitted to and approved by the Board prior to the event.
- ◆ Requests are to be made in writing.
- ◆ Receipts must be submitted for reimbursement.

The complete text of the new policy is on pages 3 and 4.



The National Conference in San Diego California is getting closer. If you are planning to attend, here are the links and information you need to get the registration form and reserve hotel accommodations.

National Conference registration forms are now available online at:

<https://bemsecure.com/ambucsor/conference/index.asp>

To register for your hotel room, please call the Wyndham San Diego at Emerald Plaza at 619-239-4500, or visit the hotel's website at:

<http://www.wyndham.com/SANEP/main.wnt>

Remember, our special group ID code is 070852007.

## New Developments With AmTryke!

After months of development, the new AmTryke 2700s are finally ready to hit the streets. These new models are designed to better accommodate taller and heavier riders while still providing the same therapeutic benefits that AmTrykes are known for.

The 2700s use either 20 or 24 inch tires and can also be modified with expanding foot pedals and wrist wraps.



### AM-9 Seat Extension Plate

Smaller riders will now find the AmTryke AM-9 model easier to operate thanks to a newly designed seat extension plate. The entire kit costs just \$12 for chapter members and can be quickly installed with just a Phillips head screw driver. The AM-9 model previously required riders to have a leg seam of a least 14 inches, but now with the seat extension device children with a leg seam as small as 9 inches will be able to ride comfortably.



If golf is your game, you'll definitely want to make plans to attend the 2007 AMBUCS™ National Conference. This year the Oak Glen golf course at the Sycuan Resort and Casino is the site of the AMBUCS Memorial/Tommy T Golf Tournament. The tournament will be held on Thursday, July 12, with an entry cost of only \$100 per player.

## **General Policy Statement**

The GreeneBucs the Greene County Ohio chapter of National AMBUCS Inc, is dependent upon the contribution of time and talent from its members without compensation, and appreciates the work that such volunteers perform while traveling on behalf of this organization.

It is, nevertheless, incumbent upon GreeneBucs to provide for the reimbursement of out-of pocket expenses incurred in conducting the affairs of the organization. It is the intent of The Officers and Executive Board to fairly compensate the volunteer members for their out-of-pocket expenses; while exercising fiscal constraint with the organizations funds.

Members who avail themselves of this policy are requested to be mindful of the need to conserve costs related to GreeneBucs activities and are, therefore, requested to hold the costs for which reimbursement is sought to a minimum.

## **Scope**

This policy is designed to cover all volunteers while engaged in authorized GreeneBucs work, including, but not limited to: Officers, Chairpersons, Executive Board and general members.

## **Authority**

Only the Executive Board and Officers of GreeneBucs is authorized to approve reimbursement requests.

All authorization requests for Reimbursement must be made to the Board and Officers at a monthly scheduled Board Meeting preceding the date of the proposed event.

Only the Executive Board and Officers of GreeneBucs is authorized to make exceptions to the following policy / guidelines.

## **Liability**

The financial liability of GreeneBucs to any committee, sub-committee, ad hoc committee or individual member is limited to the funds budgeted for such liability by Executive Board and Officers of GreeneBucs. If any volunteer, or committee (or any one of its members) incurs a liability that is greater than the funds so budgeted, or incurs a liability in excess of the amounts allowed by this policy, such liability may be the personal obligation of the individual responsible for incurring or authorizing the liability.

## **Procedures**

No Requests for Reimbursement will be authorized without approval of the Officers and Executive Board of GreeneBucs prior to the event(s) occurrence.

Requests for Reimbursement should be made in writing.

Requests should be directed to the President, or other officer or board member (if the President is not available) before the Executive Board at least one meeting prior to the date of the event reimbursement is being requested for.

Requests for Reimbursement should include all relevant information such as:

- name of the event
- member(s) attending
- length of stay
- cost of lodgings
- event fees
- location
- dates - times
- arrival dates / departure dates
- cost of travel
- estimated total reimbursement

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Such requests will be discussed and voted on during the Executive Board meeting. The President or their designee will communicate the disposition of the request to the submitter after the conclusion of the meeting.

### **Travel / Transportation Expenses**

Reimbursement will be made for all reasonably necessary travel in excess of 20 miles one way, from the volunteers travel starting point, (their home, common meeting point [if car pooling], or other appropriate geographic point).

Reimbursement for automobile travel will be made for the actual cost of fuel (or such other rate or method, as set from time to time by the Board), plus tolls and parking.

Members should make every effort to rideshare / carpool to events whenever practicable.

Any substantial deviation from a distance shown in a standard mileage guide must be fully explained.

B. Reimbursement for hotel / motel stays will be made for the actual cost of such rooms, including fees and taxes.

Volunteers are strongly urged to secure overnight accommodations in mid-price range facilities whenever possible.

Volunteers are strongly urged to share accommodations with other members attending the same event, whenever practicable and appropriate.

C. Reimbursement for air travel will be made at coach / economy class airfare.

### **Non-Reimbursable Expenses**

The following are generally not reimbursable:

- alcohol
- credit card interest charges
- fees for upgrades of air, hotel, or auto
- golfing cart rental
- headphones on airlines
- laundry
- medicines
- personal bar bills
- pet hotel stays or pet transportation
- sporting events
- toiletries
- traffic citations (parking tickets or fines)
- car repair
- day-care for children or pets
- golfing or green fees
- grooming, nail or hair salon expenses
- health club fees
- massage
- movies (either in-room or at the theater)
- personal books, magazines or other entertain-
- political or charitable contributions
- spouse's expenses
- theater, cinema or opera tickets

### **Receipts and Documentation**

Members must submit receipts for individual expenditures. Charges for air transportation must be supported by the passenger coupon portion of the ticket, or passenger receipt and itinerary when the passenger coupon is not available. Hotel charges must be supported by an itemized bill with evidence of payment. Expenses that are not properly documented under these guidelines will not be reimbursed.

## Demo Site Goes to Columbus Children's Hospital



Alan Eakle presented the in-service. Other members there were; Charlotte O'Meara, Gussie Jones, and Devlynn Tanner.

As part of the demonstration Alan took the AMTRYKE apart and put it back together, demonstrating its adaptability and the ease with which it could be assembled.



The therapists were very interested in finding out about how to access AMTYKES for children in the Columbus area.



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*Dedicated to creating independence for people with disabilities.*

REMEMBER: GREENEBUCS LUNCH IS HELD THE 1ST & 3RD WED. OF EVERY MONTH 12-1 AT THE BEAVERCREEK GOLF COURSE  
1ST OF MONTH IS SPEAKER MEETING : THE 3RD OF EACH MONTH IS BIG HAT MEETING AND RAFFLE.

**MAY 2007**

**MAY 2**

SPEAKER-TBA

**MAY 14**

BOARD MEETING TBA

**MAY 16**

BIG HAT –LUNCH MEETING  
WINNER ANNOUNCED FOR  
SPRING ROUND-UP

**MAY 23**

KOHLER CENTER  
MAY INSTALLATION  
OF NEW OFFICIERS

**MAY 30**

SET UP FOR GARAGE SALE  
PAT BUCKHOLT'S HOUSE

**MAY 31**

ANNUAL GARAGE SALE

**JUNE 2007**

**JUNE 1**

ANNUAL GARAGE SALE

**JUNE 6**

SPEAKER MEETING

**JUNE 11**

BOARD MEETING  
TBA

**JUNE 20**

BIG HAT  
LUNCHEON  
MEETING

**JULY 2007**

**July 4th**

Holiday, no meeting

**July 9th**

Board Meeting TBA

**July 11-14**

National Conference  
San Diego, CA

**July 18**

BIG HAT  
LUNCHEON  
MEETING