

SECTION: ADMINISTRATION

SUBJECT: SOCIAL AND EMPLOYEE  
ASSOCIATION FUND

Original Resolution No.: 00-11-19

### **County Social and Employee Association Fund Policies**

It is the policy of the County of Warner that a County wide social fund be established, in addition to the separate employee association funds, to assist in offsetting costs for approved employee social activities and purchases.

#### **Guidelines**

##### **County Social Fund Account**

1. The County Council and Employee Associations will jointly review the activities to be sponsored by the social fund.
2. Monies received will be spent on county wide employee activities which will be approved by Council after consultation with the Employee Associations.
3. The fund will be handled and administered as a regular account in the County General Ledger. Checks should be made payable to the County of Warner No. 5 and the funds will be deposited in the County General Bank Account.
4. The County Social Fund will generate its revenue from the sale of salvage materials such as, but not limited to, scrap metal, used oil, used grader blades, dead batteries, old culvert material with no salvageable life, and old office equipment with limited salvage value which cannot be utilized in any other county department. Proceeds from the sales of any derelict material from any county department shall be placed in the County Social Fund Account.

##### **Employee Association Social Fund Accounts**

1. Employee Associations may implement an employee association fund to pay for activities which the individual associations may wish to participate in.
2. Monies obtained shall be kept in a separate bank account and administered according to rules and regulations of the affected employee association.
3. It is recommended that each employee association establish its own rules and regulations which govern how their fund will be administered and utilized.
4. County Council will contribute to each employee association fund an amount per month per employee and this monthly contribution shall not be greater than the amount contributed monthly by each employee.
5. Proceeds from the sale of any county owned material and supplies, salvage or otherwise, is not allowed to be deposited into an employee association fund. These monies must be forwarded to the County Administrator who will deposit the funds into the appropriate account.