

To: Roy Degler

From: Mickey Coalwell, Mountain Plains Library Association President

Re: Letter of Agreement for service as MPLA Systems Administrator/Webmaster

Date:

This is to specify the terms of our agreement with you to serve as the Systems Administrator/Webmaster of the Mountain Plains Library Association.

Term of office: Jan 1, 2017 - December 31, 2017. Extension of this agreement is possible if both parties agree.

Compensation: MPLA will pay individual registration fees for the annual MPLA conference. MPLA will reimburse travel expenses, verified by receipt, for attendance of our annual conference. Travel expenses may include: mileage by car; airfare (main cabin, economy class, or equivalent), ground transportation, and airport parking; and lodging at conference rate for nights necessitated by conference attendance and travel. Expenses will be reimbursed upon submission of the appropriate receipts and documentation no later than thirty (30) calendar days after receiving documentation. It is expressly understood that the Systems Administrator/Webmaster is an independent contractor and not an employee of MPLA.

Duties: Handle all responsibilities outlined for this position in the MPLA Manual of Procedure. The duties of the position may be amended during the term of appointment upon agreement by both parties.

Reporting: The Systems Administrator/Webmaster reports to the Executive Board of MPLA. The President of MPLA is the representative for day-to-day administrative purposes.

Termination: The Administration Committee can elect to remove the Systems Administrator/Webmaster from this arrangement for non-performance at any time and with no payment due for future or undelivered services.

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Mickey Coalwell, MPLA President

Date

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Roy Degler, MPLA Systems Administrator/Webmaster

Date