

Arts and Recreation Foundation of Overland Park EXECUTIVE COMPENSATION POLICY

1. The Arts and Recreation Foundation of Overland Park (ARFOP) is committed to
 - managing executive compensation objectively, knowledgeably and effectively, and
 - providing compensation that is reasonable and competitive, and rewards performance.
2. The ARFOP Executive Committee shall oversee this policy and shall make recommendation to the Board of Directors for the establishment of compensation and benefit arrangements provided for the Foundation's Executive Director.
3. Executive compensation and benefit arrangements provided by ARFOP shall
 - a. Be consistent with the mission of the Foundation to provide outstanding services and major funding for improving the quality of life in the community through support of the Parks and Recreation Department of the City of Overland Park.
 - b. Be within the range of compensation and benefits received by other executives in the Kansas City metropolitan area with similar experience, job history and responsibilities.
 - c. Be based upon a written job description and pre-determined performance measures.
 - d. Be approved in advance by the Board of Directors.
4. ARFOP shall comply with the "Rebuttable Presumption of Reasonableness" under Section 4958 of the Internal Revenue Code in setting compensation and benefits:
 - a. The determination is made in advance, with no member of the decision-making group having a conflict of interest.
 - b. The ARFOP Executive Committee relies on appropriate competitive compensation data in making the determination.
 - c. The basis of the determination is adequately documented.
5. During the first year of employment, the ARFOP Executive Committee shall meet with the Executive Director no later than 180 days after being hired for an initial employment review. Thereafter, reviews will be held annually.
6. Performance measures shall be based upon the written job description for the position and any goals that the Board and the employee agree to work to achieve in the time period.
7. All compensation transactions shall be contemporaneously documented. Expense reports and supporting documentation are required for reimbursement for agreed-upon out-of-pocket expenses such as supplies, mileage, telephone, memberships and subscriptions.
8. The ARFOP Executive Committee shall review the Executive Compensation Policy annually and make recommendation to the ARFOP Board for any changes.

Approved by the Arts and Recreation Foundation of Overland Park
April 21, 2009