

# **THE PRAIRIE ENTHUSIASTS, INC.**

## **POLICY FOR INSURANCE**

**Finance Committee Recommendation to Board: 4/28/2011**

**Adopted by TPE Board: 5/10/2011**

It is the duty and responsibility of The Prairie Enthusiasts, Inc. (TPE) to insure that the organization has adequate insurance protection for all assets of the organization.

The Prairie Enthusiasts, Inc. (TPE) business office shall make all arrangements for all organization insurance needs. This includes: general liability, land, prescribed burn, worker's compensation, directors and officers, equipment, building, and vehicle insurance.

- a. TPE shall pay the premiums for general liability, land and improvements, prescribed burn and all equipment.
- b. Vehicle insurance shall be paid through the Chapter account. The vehicle title and registration must be on file with TPE business office. The Chapter should keep a copy of the vehicle title and registration on file.
- c. For preserves that are receiving income (endowments, CRP, crop rentals) managed by the Chapter, monies will be transferred from the Chapter account to cover that portion of the general liability insurance for that preserve.

All Chapter insurance needs shall be communicated to TPE business office. The business office will make the necessary arrangements for the coverage working with the Chapter. All insurance policies shall be kept on file at TPE business office.