

BellaVita Board Policy #2011-002
Approved by board at meeting February 23, 2011

Subject: Employee Overtime pay

Reference: Original Board Policy #2008-004 approved June 19, 2008

Reference: Also see Policy #2011-001 for holiday pay policy

This Policy replaces and updates the policy approved on June 19, 2008, policy #2008-004.

Non-exempt BellaVita Clubhouse staff will be compensated at a rate of one-and-a-half times their normal hourly rate for hours worked after normal Clubhouse operating hours and for hours worked on holiday, including Memorial Day, Fourth of July, Labor Day. Overtime will also be paid for hours worked after 6 pm on New Year's Eve.

Non-exempt BellaVita Clubhouse staff will be compensated at a rate of one-and-a-half times their normal hourly rate for hours worked in excess of 40 hours per week. For payroll and overtime purposes, BellaVita's week begins on Wednesday and ends on Tuesday.