

Role of the Treasurer

The Treasurer shall provide expertise to the Board of Directors in their financial responsibilities as well as assist the Executive Director in ensuring the day to day finances are handled appropriately.

Accordingly,

1. The Treasurer shall participate in the business planning and budget preparation process with the Executive Director.
2. The Treasurer shall chair the Board of Directors Finance Committee.
3. The Treasurer shall be one of the Association's signing officers.
4. The Treasurer will ensure that accounts and accounting records are maintained as required by generally accepted accounting principles.
5. The Treasurer will ensure that all the Board Members are trained in reading and interpreting the financial statements.
6. The Treasurer, in conjunction with the Executive Director, shall present the financial statements at Board of Directors and General Association meetings.
7. When required, the Treasurer shall lead the negotiation with the auditor.