

Policy:**Officers: Treasurer**

The position of Treasurer is appointed by the Board of Directors. There is no term or limit on the length of time a person may serve as Treasurer.

When a vacancy occurs, the Board of Directors will determine a process for the appointment.

According to the by-laws, the duties of the Treasurer are:

- Have charge and custody of and be responsible for all funds and securities of the Association;
- Be responsible for the receipt of and issuance of receipts for all moneys due and payable to the Association from whatever source, and for prompt deposit of all such moneys in the name of the Association in such bank or banks as shall be selected in accordance with these By-Laws;
- Be responsible for all disbursements of the Association consistent with budgets adopted by the Board from appropriate accounts;
- Assist auditors in conducting their audit or review of the Association's books and records;
- Issue or cause to be issued, all certificates of registration, F-1 certificate of registration, or other certifications which may be required by the Rules and Regulations from time to time adopted by the Board; and
- Perform all the duties incidental to the office of Treasurer and such other duties as may be assigned from time to time by the Board.

The Treasurer is a non-voting member of the Board of Directors, and participates in all meetings of the Board.

The Treasurer

- Oversees and coordinates the financial activities of the Association according to the Association by-laws and to policies established by the Board of Directors.
- Develops an annual budget recommendation to the Board of Directors for approval before the close of the fiscal year.
- Provides periodic reports to the Board of Directors revenues and expenses of the Association.
- Provides an annual report to the Association membership at the Annual Meeting.
- Oversees and audits financial activities of committees with separate bank accounts (currently the Regional Show).
- Maintains all financial records of the Association, including:
 - Maintaining and reconciling all bank accounts
 - Maintaining historical records
 - Updating official filings as necessary.

Because of the critical nature of the Treasurer position to the Association, if the appointee desires to resign the position, if possible, the incumbent should give notice and remain in the position until a replacement can be found and appointed by the Board.