



TREASURER

2 Year Term

Officers elected by the membership shall assume the duties of their office on January 1st following their election. The Treasurer and Secretary shall be elected in alternate years. All members of the Executive Committee are required to attend all meetings of the full Board of Directors and Executive Committee.

1. Oversee the Association's funds and financial activities.

2. Submit financial statements of the Association Working with the Executive Director and other staff, the Treasurer shall submit a financial statement of the Association at each meeting of the Board of Directors and of the Executive Committee.

3. Prepare a proposed annual Association budget for submission to the Executive Committee and Board of Directors.

4. Submit an itemized financial statement to the President-Elect for the annual audit (No later than 30 days after the close of the fiscal year

5. Chair the Finance Committee (Annual Meetings), members designated by the Treasurer