

	POLICY	
	5.01.05 - Treasurer	
	Ref. By-law – Article 5.04	
	Original Date	Last Revision Date
	2016	November 28, 2021

Policy

To lay out the qualifications and duties of the Treasurer.

Reason for Policy

For the effective management of CCGA.

Procedure

The Treasurer attends all Management Board Meetings and shall;

- a) be a member in good standing for at least 2 years,
- b) preferably have some background in either Business or Finance,
- c) be responsible for the financial records and reports including budgets,
- d) oversee the audit process,
- e) be one of the three signing officers,
- f) fulfill other duties as requested by the Board of Directors and or the President.