Our Ideas for Financial Responsibility
from Area 54 Panel and Past Delegates

1. Vote on bonding the treasurer.
2. Remove the word “suggested” from our guidelines.
3. Elect an alternate treasurer (consider alternates for other panel positions).
4. Beef up the Finance Committee with 3 members who see the bank statements every month and help with reconciliation and other financial issues.
5. Follow to the letter our guidelines for handling cash, especially at our events.
6. Consider the recommendations from Citizens Bank’s Fraud Department.
7. Create multiple levels of access for our Quickbooks account.
8. Include in the guidelines an explanation of when we give money to GSO (when we’ve reached the ceiling for the prudent fund?)
9. Does the treasurer need approved from the panel or Finance Committee to transfer money from one account to the other?
10. Require written resumes for anyone standing for a panel position, especially treasurer.
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11. Consider requiring all panel members to read the Attorney General’s report on “Protecting the Integrity of Your Nonprofit.”
12. Provide a list of our expenses each month or quarter.
13. Share our bank statements.
14. Provide quarterly lists of group and personal contributions.
15. Contact our group treasurers and ask if they know if all of their contribution checks have been cashed.
16. Provide training for future treasurers.

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