

Treasurer

As treasurer, you act as a signing authority for the Society. You are required to attend monthly Board meetings and provide an update of the accounts.

Duties:

- Keep a correct account of all monies to or by the Treasurer
- Pay invoices via PayPal
- Attend Board meetings and provide finance report
- Attend Society events when possible

Total Time required: Avg. 8 hours monthly

- Financial Transactions – 2 hours monthly (avg.)
- Finance Report prep – 2 hours monthly (avg.)
- Meetings – 2 hours monthly (avg.)
- Events – 2 hours monthly (avg.)

AS per the 1979 Constitution,

The Officers of the Society shall be a Chief, a Past Chief, First and Second Chieftains, a Secretary, an Assistant Secretary and a Treasurer, all of whom shall be elected at the Annual Meeting.