

Treasury commitment at NELIG

As and when - **Deal with incoming and outgoing money:**

- pay in cheques
- write cheques where necessary
- send paying in slips to treasurers who want to pay in cash

Monthly/bi-monthly - **Keep track of monies in and out:**

- check bank statements
- keep track of how much officers have spent against their budget

Annually - **Set budget for intergroup** (our financial year runs from beg. Oct to end of Sept)

Bi-monthly - **Produce reports for intergroup:**

- and make sure that these (and bank statements) are available for anyone to see at any time.

Bi-annually (though this can change with different region treasurers) - **Attend region treasury meetings:**

- and report back to intergroup

Requirements

3 years sobriety (although our intergroup can be flexible) based on recommendations from AA GB in [this service document](#) near the top of page 10. A wider general GB-wide description of the role can be found in the [Blue Service Handbook here](#).

Having worked the 12 steps.

Minimum recommended term of service; 2 years. Maximum: 3 years.

Gillian R: Outgoing treasurer Nov 2020

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