



SCC BOARD OF DIRECTORS

Treasurer Eligibility Criteria and Roles, Responsibilities & Duties

Eligibility Criteria

Candidates for Treasurer must meet the following requirements.

- General Members Only, minimum of 6 continuous years of SCC membership in good standing
- Must have served as:
 - an Area Director (there is no time limit as to “recent” service on the National Board); OR
 - National Secretary; OR
 - a Chapter Chair or Chapter Treasurer
 - Serve at least 1 year on Audit & Finance Committee

Expectation that Treasurer will serve term in its entirety (2 years) before considering running for VP-Elect

National Officer Positions

Treasurer

Description:

The Treasurer is one of the highest-ranking elected volunteer leaders within SCC.

Term:

The Treasurer position is a two (2) year term.

Time Commitment - HIGH:

Approximately two to three (2-3) hours per week. Includes monthly Officer call; three face to face meetings of 1-2 days each; two quarterly Board teleconferences; and Annual Meeting attendance.

Travel:

Some industry event travel required; reimbursement is available for individuals whose companies cannot financially support it.

Treasurer (2-year term; must be a General Member in good standing)

The Treasurer shall be responsible for carrying out the policies and directions of the Board of Directors and shall, among other things:

- A. Have power to disburse such funds of the Society as shall be required in the conduct of its affairs and the carrying on of its activities.
- B. Have authority to sign any check, draft, or other order of the Society for the payment of money, unless otherwise ordered by resolution adopted by the Board of Directors or the Executive Committee.
- C. Work, in conjunction with the Manager, Accounting & HR, to prepare financial statements for the Board of Directors and the Executive Committee in such form and frequency as they may direct.
- D. Oversee the custody and safekeeping of all monetary assets of the Society.
- E. Review and approve or deny Chapters' Mid-Year and Year-End Financial Report submissions.
- F. Serve as the Chairperson of the Finance & Audit Committee.
- G. Serve on other national Committees or Task Forces when asked.
- H. Have such other powers and duties incident to the office of Treasurer and prescribed by the Board of Directors, the Executive Committee, or the Bylaws.