

## **CLUB TREASURER (DOI Board Position)**

- Deposit all collected monies including but not limited to training fees, trial entries, seminars, and dues into Club bank account.
- Pay all Club bills (i.e., NOCIA rental fees, Club insurance, State of Florida corporation license renewal fee, website maintenance fee, USDAA trial application fee).
- Write checks for Board approved expenses.
- Maintain accounting of all funds including income, expenses and money available and share this information at all Board and general membership meetings.
- Together with Board create Club budget of income and expenditures for the year and share with general members if requested.
- Coordinate with CPA for annual tax preparation.

### **Event responsibilities:**

- Provide Steeplechase payouts per Trial Secretary program spreadsheet
- Collect Mulligan Run and other payment monies.
- Reimburse judge(s) for travel expenses as well as judging fees.
- Reimburse Club members for trial-related expenses.

### **Compensation:**

- Gold membership