

Finance Committee Motions:

Background:

Currently, the SETA Area Assembly Treasurer funds the Correctional Facilities Committee (CFC) treasurer by writing a check to CFC at the start of the year for the total CFC budget amount.

The below information was approved by the Assembly and can be found on the Treasures web page:

Correctional Facilities Committee: has been approved by the Assembly to operate a separate bank account from the SETA account due to the nature of its activity. In order for the SETA Treasurer to maintain communication and oversight, the CFC Treasurer will provide a copy of the monthly treasurer reports and bank statements to the SETA Treasurer who will audit those documents and reconcile the CFC account to the SETA account. The CFC Chairperson must operate by the Budget Management guidelines, as do all committees.

During the past several rotations the SETA Treasurer has had problems obtaining bank statements and expense reports from the CFC to keep in line with above motion and to ensure the documents can be provided to our CPA for the filing of SETA's tax return.

The Finance committee is making three motions

1. To stop the annual payment of the budgeted amount. When funds are spent the CFC committee will submit an expense report with receipts to the SETA Treasurer for reimbursement.
2. That the bank statements be sent to the SETA Treasurer monthly for our CPA to accurately account for taxes from the Blue Can donations.
3. Area 67 Guidelines for the Disbursement of the SETA funds (version 2 – 10/13/2018 in the Treasurer's web page) to be added into the Policies and Procedures manual into the Finance section.

Respectively submitted,

Finance Committee