

ACFA Treasurer Duties

The ACFA Treasurer shall:

- Fulfill the duties of this office and represent the Alabama Coastal Fisherman's Association (ACFA) in a manner consistent with the mission statement;
- Be honest and of good moral character and competent in handling financial affairs (ACFA checkbook, account deposits, etc.);
- Monitor all ACFA Membership payments and ensure the ACFA Membership Chairman and ACFA Statistician are promptly notified of any changes;
- Take possession of monies from any of the following sources:
 - Dues payments @ meetings;
 - Funds generated from the sale of AFCA Logo items;
 - Funds generated from Meeting Raffle items;
 - Funds generated from Club Sponsors (coordinate with Membership Chair);
- Monitor and take possession of all expenditures as they relate to:
 - Receipt of donations, equipment or Gift Cards from sponsors;
 - Reimbursement to officers or other members for out-of-pocket expenditures of items necessary to fulfill the ACFA mission;
- Making deposits to ACFA accounts as needed and reporting to the ACFA Executive Board periodically the financial status of the club (develop a budget);
- Maintain an updated list of those with signatory approval for ACFA final matters;
- Dispenses funds to cover any ACFA financial obligations as they arise;
- Forward any Sponsorship information received to the Membership Chairman as soon as possible;