

MAGC Treasurer Responsibilities

The Treasurer has responsibilities as a Board member as well as specific responsibilities as Treasurer. As a MAGC Board member, the Treasurer is expected to:

1. Attend or participate in all meetings and conference calls of the Board of Directors (BOD).
2. Provide periodic reports of any activities to the BOD.
3. Carry out activities that the BOD deems appropriate.
4. Participate in BOD activities and functions including discussions and votes concerning the overall operations of the organization.

The Treasurer is responsible for handling the funds of MAGC, assuring their safety and prudent use. He/she is responsible for providing a regular accounting to the membership and the national organization, NSGC. In this role the Treasurer is expected to collect, deposit and expend funds for MAGC as requested and authorized by the President and the members of the BOD. S/he is also responsible for paying MAGC obligations, and assuring expenditures are in accordance with the budget approved by the BOD. The Treasurer also is an administrator of the MAGC website.