

District Treasurer

It is recommended that the district treasurer be an elected delegate or alternate. This position is viewed as a leadership development opportunity. A delegate or alternate holding this position will be paid a \$500 honorarium by Grain Farmers of Ontario. Honorariums are to be claimed via expense form in December.

A delegate or alternate may hold the positions of both secretary and treasurer. In this circumstance, they may claim two honorariums.

If no delegate or alternate wishes to hold this position, the role of treasurer may be held by a professional service provider. Payment to the provider is an eligible expense under the District Grant program. An invoice must be provided for services.

Key responsibilities

- Provides general financial oversight for the district
- Ensures accounts and financial statements are kept up to date
- Retains receipts for all expenditures
- Prepares financial updates ahead of each delegate meeting, and prepares a financial statement to be presented at the January District Meeting
- Budgets for district projects and expenses throughout the year
- Ensures prompt payment of all expenses
- Ensures bank signing authorities are reviewed annually and updated as necessary
- Completes and submits the District Grant Claim Form (with copies of receipts) to Grain Farmers of Ontario