# Minnesota Furs Treasury Positions and Roles

This document, drawn up in July of 2021, is meant to define the current treasury roles needed by the Minnesota Furs (The Society). Ideally, we will have different individuals in each position with each being a backup for another.

According to the 2021 updated Minnesota Furs Bylaws (Article 5, Section 5), the corporation's Treasurer shall:

> make a report at each Board meeting. The treasurer shall chair the finance committee, assist in the preparation of the budget, develop fundraising plans, and make financial information available to Directors and the public. They shall be responsible for all funds and securities of the corporation, and deposit all such funds in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors. They shall receive, and give receipt for, monies due and payable to the corporation from any source whatsoever and disburse, or cause to be disbursed, the funds of the corporation as may be directed by the Board of Directors, taking proper vouchers for such disbursements. They shall keep and maintain adequate and correct accounts of the corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains, and losses and in general, perform all duties incident to the office of treasurer and such other duties as may be required by law, by the articles of incorporation of the corporation, or by these bylaws, or which may be assigned to them from time to time by the Board of Directors. The Treasurer shall have the right to vote on matters before the Board, save on the appointment or discipline of their own tenure in office...

The bylaws apply directly to the corporation Treasurer of Minnesota Furs. We are adding treasurers to our chartered events as needed. As of July 15th, 2021, we are recognizing treasurer positions for both Furry Migration and Midwinter Frolic. These treasurers function under these events and are directed by the event leads. The corporation treasurer shall oversee and audit the accounts of the events as needed. All treasurers shall be on the finance committee, fully disclose all finances, and back others or step in as needed.

Furry Migration Treasurer

- Assists in the preparation of the budget(s), and maintains it.
- Develops fundraising strategies.
- Provides financial information to the Furry Migration chair(s) (currently as a monthly report), the finance committee as needed, the board of directors, and the public (as requested).
- Oversees all funds and securities of  Furry Migration and makes deposits to accounts as directed by the board of directors/chair(s).
- Disburses funds with proper receipts/vouchers for approved convention expenses.
- Keeps and maintains adequate and correct accounts of the convention's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains, and losses.
- Helps prepare records for taxes with the corporation treasurer.
- Keeps historical financial records.
- Provides or seeks out training for themselves or others in the finance committee.
- Supports and is a resource for all treasurers of the corporation.
- Performs other duties as directed by the board of directors/chair(s).