

Sea to Sky Intergroup

Qualifications and Responsibilities of Treasurer

Term of Office: The term of office shall be not less than two years or more than 2 consecutive terms, except for reasons to be decided by the Sea to Sky Intergroup.

Qualifications for Election:

- Two years or more membership in the Overeaters Anonymous program.
- Previous service on the Sea to Sky Intergroup Board or attendance at nine of the previous twelve Sea to Sky Intergroup meetings as a meeting representative or committee chairperson.
- Recovering from compulsive overeating and having at least six months current abstinence at the time of election.
- Working the Twelve Step program to the best of his/her ability and having taken the 5th Step.
- Present at the election, or having sent a letter indicating willingness and qualifications for this position.

Responsibilities:

- a. Shall maintain abstinence while serving as an Elected Board Member.
While each person is the sole judge of his or her own abstinence, for the purposes of accountability while serving Sea to Sky Intergroup, should a break in abstinence occur, please advise the Chair.
- b. Shall maintain a chequing and savings account for dispersal of Sea to Sky Intergroup funds.
- c. Shall be co-signatory with the Chairperson and Vice-Chairperson for Sea to Sky Intergroup funds.
- d. Shall take in all monies received on behalf of Sea to Sky Intergroup and give receipts for same.
- e. Shall pay bills submitted to Sea to Sky Intergroup.
- f. Shall be responsible for the accounting of all funds.
- g. Shall submit a financial report each month at the Sea to Sky Intergroup meeting.
- h. Shall forward donations to WSO and Region 1 quarterly.
- i. Shall compile and submit annual budget.
- j. Shall submit year-end financial report.
- k. Shall submit financial records for audit as required.
- l. Shall ensure that financial policies are reviewed and make recommendations as to necessary changes.