Is the Duly Elected TREASURER

Of the 4-H Club

Cooperative Extension Educator—4-H

4-H Club Leader
DUTIES OF THE TREASURER

- Is responsible for all money received by the club and establishes a bank account if the amount exceeds $5.00.
- Keeps and accurate record in the club treasurer’s book of all money received and its sources and all money paid out, to whom, and for what purpose.
- At each meeting reports the amount of money received and spent since the last meeting and the balance in the treasury.
- Pays out money ONLY when voted on by the club and approved by the local leader
- Is custodian of all club property

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