

California Alpine Club
Volunteer Positions

**Finance
Chairperson**

The California Alpine Club, established in 1913, is a large and active social club, a state of California 501(c)(7) non-profit corporation, and an all volunteer-run organization. • Because volunteer leadership changes on a regular basis these Volunteer Positions documents are not rules, rather they are “best practice” guidelines for incoming volunteers written by the experienced and updated from time to time by incumbents to reflect the current situation. If you are new to the position, contact the prior volunteer and ask them to update the Volunteer Positions description for you. Call it institutional memory; it is our Club’s memory. Thank you for your service!

The CAC Finance Chair shall:

Be familiar with the CAC website at <http://www.californiaalpineclub.org> where valuable information and volunteer resources may be found. Help to ensure that published information regarding and/or affecting your position is kept up-to-date.

- Solicit and convene a committee, treasurers are automatic members, to assist with the following tasks:
- Review the ledgers and financial statements of the Club, including Lodges, at the end of each fiscal year (March 31) and at such other times as the Board of Directors may direct.
- Report to the Board on the financial health of the Club, including Lodges.
- Recommend to the Board any changes in dues or entrance fees deemed necessary.
- Review any requests for funds from the California Alpine Club’s Reserves and make a recommendation to the Board on such requests.
- Advise the Lodge and Club Treasurers as necessary to assure conformance to practice and purpose.

**Thank you for serving as our Finance Chairperson
and for making our Club stronger!**