

Board of Directors (Treasurer Position)

Mission: Strawberry Hill protects the Swamp Creek Watershed and connects our community with the natural world through environmental education and land stewardship at our preserve in the South Mountain Region.

Board Composition: The board is comprised of 9 -15 voting members of Strawberry Hill, representing the diversity of our membership.

Board Term: Three (3) years or the remainder of an unexpired term. No person may be a director for more than three (3) consecutive three year terms. Board terms of office begin at the first Board meeting in October after election.

Treasurer Term: One (1) year. The Treasurer shall be elected annually by the Board of Directors, and shall serve for a one year term.

Board Meetings: The board meets on the Third Thursday of every month at 6:30 pm, or other mutually agreed upon time. Board meetings are typically one to one-and-a-half hours in length and most committee meetings are one hour.

Treasurer Responsibilities

1. Ensures the Board's financial policies are being followed
2. Assists in the preparation of the budget and monitors the budget.
3. Reports to the Board of Directors and general membership on finances.
4. Assists the Executive Director to oversee all financial transactions.
5. Assists the Executive Director in preparing any required financial reporting forms.
6. Maintains board access to all bank accounts.
7. His or her signature should appear on all checks of the organization with the second signature from any of the board's other directors or staff with signing authority.
8. Serve on Strawberry Hill's Finance Committee.
9. Be actively involved in both public and private fund raising efforts.
10. Provide guidance and support to Strawberry Hill staff.