

Treasury Policy and Rules (v2.8 15th Jan 2024)

1. The treasurer has been given autonomy on the making of 'Treasury Policy and Rules' and all committee and Club members shall abide by these rules, herein written, unless the committee as a whole decides otherwise. Further, the committee have agreed that the treasurer shall be the sole signatory relating to any transactions that concern the Club bank account.

In the event of a dispute arising concerning the operation of the treasury, or any wrong doing, any committee member may request the committee to intervene providing there is a unanimous decision to do so and any decisions made are unanimous.

2. The treasurer shall submit a monthly report to the committee on the current state of the Club bank account and once per year to the Club AGM and Club members.
3. All funds that are received by committee and Club members from the following listed criteria shall be immediately submitted to the treasurer for banking without exception:
 - a. Donations
 - b. Payments from exhibitions
 - c. Commission from the sale of goods
4. Exhibition Expenses
 - a. The treasury will maintain a minimum funding level of £3000, to be known as the Asset Fund that will be used to maintain the clubs assets. Any request/need for payments that would result in the account being close to/in breach of that limit will be discussed and agreed by the committee before being paid
 - b. The treasurer will be responsible for liaising with the Roadshow Events Manager (REM) to facilitate the distribution of any expenses that might be due in accordance with the club Roadshow Policy and Rules.
 - c. Any dispute raised in connection with the expenses will be referred to the full committee to be resolved by majority vote.
5. Committee members may request approval to make purchases using available funds in the Club bank account that are deemed necessary to maintain or improve the running of the Club's assets and to replenish stock in the Club Shop.
 - a. For approval, and to complete a request, the following system shall be used:
 - b. The purchaser contacts the treasurer with details of the intended purchase and to request an order number.
 - c. The purchaser posts an intention to make a purchase, with its details, on the Club forum Committee section where an objection may be posted if deemed warranted by any committee member.

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- d. After a period of 24 hours the purchaser may place their order providing there are no objections. If there is an objection then the decision to purchase shall be referred to the committee.
 - e. At the end of each calendar month the treasurer shall reimburse monies to all purchasers providing purchase invoices have been submitted to the treasurer.
 - f. Details of all purchases shall be kept by the treasurer. The treasurer shall include a summary of all purchases against order numbers in the treasurer's monthly report.
6. Club members may use the Club assets for the private sale of goods or items that only relate to the Club's activities. However, Club members may wish to make a voluntary donation to the Club from the proceeds of the sale.
7. The Club shall not bear any responsibility for any disputes that arise between exhibition organisers, forum members, the seller and the purchaser.

Eric Fenwick

OO Live Steam Club Treasurer