



## Finance Sub-committee

### Remit & Members

The of Treasurer has responsibility for all club finance which includes Cash, Assets, Games Equipment, Fittings/Fixtures etc . In corporate language, the Treasurer is the Chief Financial Controller of the Club.

**This sub-committee share collective responsibility for:**

- The safe-keeping of the funds of the Club in conjunction with the Chairman and Secretary
- Ensuring that the personal property of the club is protected.
- Organization and management of the Club finances

**Main duties include:**

- Receiving all money on behalf the club
- Acting as signatories on all club bank accounts
- Keeping an accurate set of accounts
- Presenting the annual audited/certified accounts to the AGM
- Ensuring that all receipts are kept
- Ensuring all fees are paid
- Ensuring that the club does not fall into debt
- With the Chairperson and Secretary make important club decisions between Club Executive Meetings.
- Present a budget to the Executive Committee at the first Executive Committee meeting of the Year
- Working with other relevant sub-committees eg Development to secure grant-aid and to generate income.

**The following club members make-up the Finance sub-committee:**

**Name:** Maura Gallagher      **Role:** Record-keeping, monitoring all income and expenditure and transactions

**Name:** Ann Campbell      **Role:** Assisting with banking procedures

**Name:** Nicola Devlin      **Role:** checking receipts and filing

**Name:** Sean Gallagher      **Role:** In charge of CASC

**Name:** Damian McConville      **Role:** circulation of relevant correspondence