

DUTIES OF THE TREASURER

The Treasurer shall receive from the Secretary all monies or other property paid or donated to the Senate and shall disburse them on vouchers signed by the President and Secretary and shall:

- a. Keep an accurate account of all receipts and disbursements.
- b. Submit a written report and statement of all financial transactions of the Senate to its Officers and Executive Committee, and at the Senate meeting and the Annual Senate Meeting (end of the fiscal year).
- c. Prepare a mandatory annual Financial Report of the Senate and submit the report to the Executive Secretary-Treasurer of the TNBA Inc. on or before October 1st for the preceding fiscal year September 31st to August 31st. This report must reflect all receipts and disbursements.
- d. Make such reports and statements to the President and the Executive Committee as required.
- e. Deposit all monies of the Senate in a bank in the name of The Inland Empire Bowling Senate of The National Bowling Association, Inc.
- f. Be a designated signee for all financial transactions.
- g. Turn over to his/her successor all records, materials, furniture, and equipment that are the property of the Senate. It shall be returned in its entirety within 30 days of termination of position. Failure to comply may result in the Senate seeking resolution through appropriate action.
- h. Perform such other duties as may be required by the President or the Executive Committee

Qualification for nominees for office:

1. Must have attended a National Meeting within the past two years of an election period (President and Vice-President Nominees only).
2. Any member in good standing is eligible to run for office provided that during the year immediately preceding the election year he/she meets at least three of the following qualifications:
 - a. Been a Senate or National Director or Committee Chairperson.
 - b. Been a National Convention delegate.
 - c. Been a Senate Member for at least one year.
 - d. Have attended a minimum of two-thirds of the regularly scheduled Senate meetings.
 - e. Been active in Senate activities.