

Finance Director Responsibilities

- Prepare Annual Budget along with Commodore and Purser immediately after election to office
- Assist Purser as appropriate
- Attend monthly club and board meetings to represent HBYC Finance activities.
- For 50/50 donation:
 - Obtain and sell tickets at General Meetings
 - Remit 50% of proceeds to club, 50% to winner(s)
- Sell and maintain inventory and establish order points of HBYC logo items and apparel, including:
 - Men's and Women's caps and visors
 - Whistles and Cups
 - Cruising Guides
 - Other items as identified
- Maintain Cash Box
- Maintain records of all sales of HBYC items.
- Report to Purser along with all receipts for inventory purchases
- Maintain source and contact listing for procurement of all HBYC items