

Proposal summary:

We should add treasurer duties to the recording secretary role, and change the name of that position to secretary/treasurer. These duties are currently falling to the secretary anyway, and have in recent years as well. This is an elected position so the Council can feel confident that the finances are being handled productively and transparently.

Proposed updates to bylaws:

[ORIGINAL]

Section 9. The Secretary shall:

- a. Record minutes at all Council meetings
- b. Edit and format minutes and send to the Chair for approval
- c. Serve as a reference if clarification from past meeting business is needed
- d. Distribute minutes to Council with the Chair's approval
- e. Perform other duties as prescribed

[UPDATED]

Article V. Section 9. The Secretary/Treasurer shall:

- a. Record minutes at all Council meetings
- b. Edit and format minutes and send to the Chair for approval
- c. Serve as a reference if clarification from past meeting business is needed
- d. Distribute minutes to Council with the Chair's approval
- e. Present the USAC budget to the Council
- f. Monitor the USAC budget and provide a monthly written status report at all Council meetings

[NEW]

ARTICLE X. FINANCES

The officers of USAC shall control all finances. There must be a budget each year as proposed by Article IV, section E.3. All funds must be spent on Council-approved events only. The transfer of power of controlling all funds shall be done on July 1, after the new officers have been appointed.

In the event of dissolution of the above named organization, all unspent USAC funds shall remain property of the University of Richmond.