

The Treasurer and Finance Committee

- 12a** The **Treasurer** shall be responsible, for the receipt and payment into a banking account of the Academy of all moneys payable to the Academy; for the disbursement of all sums due from or payable by the Academy; for the keeping of proper accounts of all such receipts and payments; and for the custody of the books of account and the securities and other property of the Academy.
- 12b** With the approval of Council, **the Treasurer** may appoint a deputy, to whom any of his or her duties or powers may be delegated from time to time.
- 12c** If **the Treasurer** dies or becomes, in the opinion of the President, incapable of performing his or her duties, or unfit to act, the President may appoint a member of Council to act as **Treasurer** until a new **Treasurer** is appointed by Council.

The Treasurer Chairs the Finance Committee and works with the Chair of the Audit Committee to oversight the Academy's budgets and finances. Monitoring and reporting on investments and funds under management are regular and ongoing responsibilities. The Treasurer presents the financial report to the Fellowship at the Annual General Meeting.

- **The Treasurer**, working closely with the Business Manager and Finance Manager:
- chairs the Finance Committee and the Investment Sub-Committee;
- acts in accordance with the Charter and Terms of Reference of the Finance Committee;
- makes recommendations to Council on any proposed amendments to the Charter and Terms of Reference of the Finance Committee;
- acts as a member of, and coordinate with, the Chair of the Audit Committee, which meets in conjunction with the Finance Committee;
- reviews the Academy's finances and report to EXCOM and Council on the performance of investments, the financial standing of the Academy and issues in the financial statements;
- provides advice to Council on financial management, risk management, statutory accountability, audit and financial statements;
- presents annual budgets and budget forward planning (provisional next financial year budget) to the Finance Committee and make recommendations to the Council on the adoption of the budget;
- reviews budgets and make recommendations to Council on any necessary amendments or variations;
- presents the annual financial reports and financial statements to the AGM;
- monitors and reports to Council on the Academy's benefactors and the financial standing of funds for awards and investment committee; and
- member of Primary Connections Management Committee;
- the present Treasurer serves as member of the Governance Support Group, the Project Audit and Risk Committee (PARC) of SAGE and the Development Advisory Committee (DAC).