

## EXPECTATIONS OF TREASURER ROCKY MOUNTAIN SECTION OF THE AMERICAN WATER WORKS ASSOCIATION

It's a requirement that the Treasurer of the Rocky Mountain Section of the American Water Works Association (RMSAWWAA) be a current member of the American Water Works Association (AWWA). The Treasurer averages about 16 hours per month on RMSAWWA activities. Annual travel expenses are estimated to be approximately \$1,000. It's requested that board members seek reimbursement of expenses from their employer. If this is not an option, other arrangements may be made.

### MEETINGS TO ATTEND:

- Orientation Meeting (location and date set by Section Chair and Executive Director)
- RMSAWWA Board Meetings and planning meetings (currently seven per year, subject to change) usually the first Friday of each month, in the Denver Metro area (schedule set by Section Chair)
- Rocky Mountain Water Conference, location typically Colorado

Other Meeting Opportunities (attendance rotated among board members):

- Regional Meeting of AWWA Section Officers (RMSO) in the summer (2 days), location varies
- AWWA Summer Workshop in late July (2 days), usually in Colorado

### GENERAL RESPONSIBILITIES:

- Support the Section's mission, purpose, goals, policies and programs.
- Work in good faith with the RMSAWWA Executive Director and other Board members as partners toward achievement of Section goals.
- Chair the Finance Committee with other Board Members and the RMSAWWA Executive Director.
- Make recommendations on investment and long-term financial strategy.
- Work with the RMSAWWA Executive Director and RMWEA to review the Rocky Mountain Water Conference budget and financial reporting.
- Review the annual budget and assist the RMSAWWA Executive Director with financial reporting to the Board of Directors and the membership.
- Act in an advisory and advocacy capacity to the committee(s) you are a liaison to, including:
  - Support and assist with committee activities.
  - Communicate Board actions to Committee Chairs.
  - Assist in obtaining members for each assigned committee.
- Actively participate in one or more fundraising activities annually.
- Complete special projects as assigned by Section Chair.