



Unitarian Universalist Church of South County (UUCSC)

Title: ALLOCATION AND TRANSFER OF INVESTMENT FUNDS		
Initial Board Approval Date: 04/19/2005	Date First Issued: 04/20/2005 (Effective Date)	
Date Board Approved Revision:	Revision #:	Effective Date of Revision:

BACKGROUND/HISTORY/DISCUSSION:

N/A

PURPOSE:

UUCSC holds funds in investment and checking accounts. This policy was created to provide and document uniform guidelines about how such funds are allocated, transferred and/or disbursed.

POLICY:

Funds in UUCSC investment accounts will be allocated, transferred and/or disbursed according to the guidelines outlined in this policy.

AREAS/COMMITTEES/SUBCOMMITTEES INVOLVED:

VP of Finance, Treasurer, Board President

MODIFYING CIRCUMSTANCES/EXCEPTIONS:

N/A

DEFINITIONS (AS/IF APPLICABLE):

N/A

PROCEDURE:

- I. All decisions regarding the allocation, transfer and disbursement of investment funds, in investment vehicles and/or checking accounts, must be approved by the following individuals:

- A. The Vice President of Finance.
 - B. The Treasurer.
 - C. The President of the Board of Directors.
- II. Any such allocations, transfers or disbursements will be recorded in the following month's minutes of the UUCSC Board of Directors Meeting.

REFERENCES/CITATIONS (e.g., Roberts' Rules, bylaws, or other policies):

N/A

FREQUENTLY ASKED QUESTIONS (FAQS) AND ANSWERS:

N/A

OTHER RESOURCES:

N/A