

MAPPA Treasurer

Summary: The MAPPA Treasurer is one of the three elected Board positions in the organization. The MAPPA Nominating Committee seeks applications to this office for review and potential referral to the MAPPA Board who will confirm the final slate of candidates to be placed on a ballot that will be voted on by MAPPA Institutional Members. Please use the application below to nominate yourself, or work with those who you would nominate to complete the application.

MAPPA Treasurer Term and Successive Commitments:

The total term commitment for a Treasurer is 2 years. The Treasurer serves a term with election in years opposite those of the two-year Secretary Board seat term. The term will begin at the MAPPA Annual Conference business meeting, Oct 12 & 13, 2021.

MAPPA Treasurer Duties:

1. Although elected, and installed, at the annual meeting, the office of Treasurer shall change hands on January 1 following election in order that the association's books and reports will be transitioned in an orderly way.
2. Collect all monies due the Association and shall hold and account for the same. Pay all bills of the Association and keep the necessary records and accounts.
3. Render a financial report at the annual business meeting of the Association showing all receipts and expenditures for the current year.
4. See that the accounts of the Association are reviewed bi-annually, or upon the change of Treasurer, and a tax return filed annually by a certified public accountant appointed by the Board,
5. Provide for all fiscal arrangements and insure all officers charged with the handling of funds.
6. Produce, maintain, and dispose of records and documents in compliance with MAPPA Retention Schedule as described in the Administrative Guidelines.
7. Perform such other duties as the MAPPA Board of Directors may from time to time designate.
8. Attends and represents MAPPA at the following events:
 - a. MAPPA Board Conference Calls (Monthly)
 - b. APPA Annual Conference /MAPPA Board Meeting (July/August)
 - c. MAPPA Annual Conference/MAPPA Board Meeting (September/October)
 - d. MAPPA Planning/Board Meeting (November)