

## WAYS AND MEANS COMMITTEE

**PURPOSE:** The Ways and Means Committee is responsible for raising funds to be used for scholarships and other general purposes of the Association.

### **RESPONSIBILITIES:**

1. Identify fund raising efforts to pursue.
2. Work with CGFOA, as necessary, on a fund raising effort for the Annual Conference.
3. Work with Treasurer on a procedure for handling all monies collected through fund raising efforts.
4. Review, at least biennially, the policies, procedures, guidelines, and regulations governing the activities of the committee and recommend updates and changes to them to the Executive Board.

**NUMBER OF COMMITTEE MEMBERS:** Five. (This number serves only as a guideline for the committee chair. The chair may appoint any number of members necessary to carry out the responsibilities of the committee.)

**REPORTS REQUIRED:** Written reports are created for the business meetings held at the Colorado Municipal League Conference and at the CMC Institute. If no significant events have occurred between the dates of these meetings, the same report may be submitted at each. Another written report, including all activities for the year, is created for the business meeting held at the Annual Conference. Reports for all CMCA meetings should be sent, in duplicate, to the Secretary prior to the meeting. The original of all reports will be preserved by the Historian.

### **BUDGET:**

Refer to current budget for committee allocation amount.

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