

Financial Committee Duties and Responsibilities:

1. The MCGA Financial Committee will be composed of three personnel; one Financial Lead and two assistants. The Financial Lead will be elected by the MCGA membership and will serve a two year term. The assistants will be on a volunteer bases and must be in good standing with the membership.
2. Duties: The Financial Committee will be responsible for keeping financial records updated, safekeeping cash funds, preparing reports, all disbursements / receipts, cash flow and reconciling financial statements. Oversee the weekly pools (receipts and pay outs), charity donations, annual tournaments expenses and other financial activities as designated by the MCGA Board (ie super skins, shirts, mission's cup, etc).
3. Responsibilities:
 - Maintain accountability of all monetary transactions (receipts/payouts) and prepare/balance financial reports.
 - Keep adequate cash flow/petty cash on hand
 - Ensure that all monetary transactions are reported and accounted for
 - Maintain receipts
 - Collect membership dues
4. Collections:
 - a. Weekly Pools: pools are composed of skins, low net, birdies and closest to the pin (CTP). MCGA Members in good standing will be allow to play all pools, guess can only pay for birdies and CTP. Each pool will cost \$5 to play and only the skins are mandatory for members, other pools are optional.
 - b. Skins: Members will pay \$5 and will pay out \$3 per skin for winning individual. This is a handicapped and flighted pool. The total amount of members will be divide by seven to determine the number of flights (ie. 21 members paid for skins divided by 7 = 3 flights). The difference between the money collected and payouts will be used to fund our annual tournament.
 - c. Low net: Members will pay \$5 and the total amount collected will be divided to the low net winners. This is a handicapped and flighted pool.
 - d. Birdies: Members will \$5 and the total amount collected will divided by the number of birdies.
 - e. CTP: Members will pay \$5 and the total amount collected will divided by five; four CTPs per par 3s and one for our charity funds.
 - f. Membership dues: Members will pay a total of \$40 per fiscal year as membership fees. Money collected will be utilized to fund our annual tournament, pay for webpage fees and USGA annual membership.
 - g. Tournaments: The MCGA Annual Tournament will cost \$25 to members in good standing with skins, low net and birdies as optional pools. A member of the Financial Committee will be part of the Tournament Committee to ensure funds will be available to support the event.
 - h. Charity Donations: Once a year or as designated by the Board, a charity organization will be selected and money collected throughout the year will be presented during our annual tournament.

- i. Other: As designated by the MCGA Board, the Financial Committee will collect funds for special events or activities like Super skins, MCGA shirts, Missions Cup, Points Cup trophies, Christmas party or others.