Resolution 2016-1

Communication between CANP VP of Finance & Chapter Treasurers
Sponsored by CANP Kern / Tulare Chapter

Committee Suggestions / Findings (please list 3-5 main findings below):

1. A general consensus was received from all attendees during the Finance / Policy Committee for chapter Treasurers and/or chapter board member assuming the chapter's financial responsibility to be provided with a job description listing the roles and responsibilities.
2. A general consensus was received from all attendees to receive a process and timeline tutorial about filing chapter state and federal taxes. Some chapters have incurred fees due to the lack knowledge clarity regarding the responsibility of managing the chapter's state and federal taxes.
3. A general consensus was received from all attendees to receive a quarterly meetings either virtually via a webinar supplying the following but not limited to:
   - Designated Finance Committee ONLY communication portal via the CANP
   - Financial Officer Workshop at the Annual Education Conference +/- the Leadership Summit

Recommended Action (please list one of the following -- Adopt, Adopt as Amended, Reject, Refer to Board of Directors):

A. Adopt – Create a quarterly forum lead by the current VP of Finance and/or the SYA CPA for chapter leaders / finance officers
B. Adopt - Create a standard role & responsibility description for the member assuming chapter financial responsibilities
C. Adopt – Create an official chapter budget template
D. Adopt – Create a template outlining how & when to file for our chapter and federal state taxes
Recommendations by Bylaws Committee

Resolution 2016 – 2:
The Bylaws Committee recommends to adopt the resolution with recommendations to expand and/or adopt other formats to engage members. Support chapter leadership to facilitate this process.

The discussion against the resolution stated that HOD provided a forum to network, congregate, be involved and engaged from the chapter level.

The discussion for the resolution stated the actual purpose of HOD may be accomplished via other, more efficient means (ie electronic or expansion of other yearly in-person venues like yearly conference or leadership meetings) as well as address networking needs. Further, there are methods to address any emergent issues that require discussion in the off years.

Resolution 2016 – 3:
The Bylaws Committee recommends to adopt the amendments proposed to the Bylaws. There are no inconsistencies between Resolution 2016-2 and 2016-3.