

Phoenix Rod & Gun Club Policy

Title: Board Spending Limits

Date approved: June 05, 2013

Prepared by: Policy Committee

Scope:

- To define the appropriate spending limits for executive members of the Board of Directors who have access to club funds.

The following policy for usage of club funds shall be in effect:

1. This policy shall pertain to all non-emergency spending situations. Those are covered under other policies and guidelines.
2. Club funds may only be used on goods and services for the Phoenix Rod and Gun Club and not for any personal business unrelated to the club.
3. Club funds may only be used for necessary repairs and items deemed necessary to keep the club in a healthy operating state. These would include incidental items and office supplies for example.
4. No club officer shall spend more than \$300 per day, no more than \$1200 per month, on goods and/or services for the club.
5. This policy does not govern the usage of funds for board approved projects and expenses. Funds for board approved projects and expenses shall adhere to limits and guidelines set forth in the board approved motion.