**TREASURER:**

The Treasurer shall be the principal receiving and disbursing officer of MESI. Except as otherwise directed by the Finance Vice Chair, the Finance Committee or the Board of Directors, the Treasurer shall receive all moneys, incomes, fees and other receipts of MESI and pay all bills, salaries, expenses and other disbursements approved by an authorized officer, committee chair, coordinator, the Finance Vice Chair, the Finance Committee, the Board of Directors or the House of Delegates, or required to be paid pursuant these Bylaws. When authorized by the Board of Directors, income and expenses may be received and paid by a division, officer, committee or coordinator, provided that the division, officer, committee or coordinator promptly submits to the Treasurer an itemized report, duly attested by the division, officer, committee chair or coordinator and either within the approved budget of such division, officer, committee or coordinator, or authorized by the Board of Directors or the House of Delegates. The Treasurer shall be a member of the Finance Committee but may not be its chair. The Treasurer shall issue a quarterly report listing the current budget variances by line item, all receipts, all expenditures and the current fund and account balances for the preceding quarter and for the fiscal year to date, together with such other items as the Finance Vice Chair, the Finance Committee, the General Chair or the Board of Directors may direct. The Treasurer shall:

A. have charge of and supervision over and be responsible for the funds, moneys, securities and other financial instruments of MESI;

B. cause the moneys, securities and other financial instruments of MESI to be deposited in the name and to the credit of MESI in such institutions as shall be designated by the Board of Directors or to be otherwise invested as the Finance Vice Chair, the Finance Committee or the Board of Directors may direct;

C. cause to be appropriately segregated and accounted for any endowment funds, scholarship or award funds and any similar special purpose funds or accounts;

D. cause the funds of MESI to be disbursed by checks or drafts, automated debits or wire transfers upon the authorized depositories of MESI, and obtain and preserve proper vouchers for all moneys disbursed;

E. cause to be kept at MESI’s permanent office correct books of account and other financial records of all its affairs and transactions and such duplicate books of account as the Board of Directors, the Finance Vice Chair, the Finance Committee or the Treasurer shall determine;

F. upon request and at reasonable hours cause such books or duplicates thereof to be exhibited to any member of the Board of Directors and upon application and at reasonable hours cause the quarterly financial reports and the annual audited financial statement to be exhibited to any member of MESI or USA Swimming;

G. cause MESI to be in compliance with the requirements of Section 608.4;

H. have the power to require from the officers, committee chairs, coordinators, staff or agents of MESI reports or statements giving such information as the Treasurer may determine to be appropriate or helpful with respect to any and all financial transactions of MESI;

I.make the books and records available and otherwise fully cooperate with those conducting the annual audit of accounts of MESI cause the preparation and timely filing of all required federal, state and local tax returns, and other financial and tax reports with the applicable government official, and forward a copy of the annual financial statement and audit report and any federal tax return to the Secretary for submission to the Board of Directors and USA Swimming national headquarters in accordance with these Bylaws and as otherwise directed by USA Swimming;

J. have the power to appoint one or more assistant treasurers and delegate to them one or more of the Treasury functions, or parts thereof; and

K. in general, perform all the other duties incident to the corporate treasury function.