

Duties of the County Treasurer

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Party officials may not (verbally, written, or on social media) endorse or support one Democrat over another until after the primary election is held.

Part 1: The Official Description

Treasurer. The duties of the treasurer shall include:

1. Maintain the county executive committee treasury at an insured commercial bank;
2. Maintain all records required by law or by the county executive committee of contributions received and disbursements made;
3. Prepare and file any reports as may be required by law or by the county executive committee;
4. Coordinate the county executive committee's efforts to reach its sustaining fund goal for the state party;
5. Transmit all records pertaining to the office to successor within ten (10) days of vacating office

Part 2: What it really means

1. Treasurer is in charge of all GCDP finances;
2. Treasurer must be trained by the State and must meet reporting dates and mandates;
3. This is a highly detailed position that requires attention to details, timelines, etc.

Part 3: Skills required

1. Commitment and time to do the job
2. Ability to do basic accounting
3. Ability and willingness to maintain confidentiality of GCDP membership information, action plans, and other sensitive information
4. Ability to organize and maintain all financial records in a timely manner
5. Possess basic Excel skills
6. Ability to efficiently communicate in both verbal and written forms
7. Ability to attend monthly Officers' Board meetings