



Treasury - Unpacked



District Treasurer



This District Finance Committee supervises district funds by reviewing and studying the amount of per capita levy and district administration expenses.

It also prepares annual reports on the status of the district's finances. The district treasurer serves on this committee

RESPONSIBILITIES

- In cooperation with the Governor Elect, **create a district budget for consideration by clubs and approval by PE's at District Assembly**
- Review and recommend the amount of per capita levy
- **Pay accounts promptly**
- Ensure proper records are kept by district for all District committees
- **Prepare annual financial reports for the District**



District Budget



*GENERAL RESOLUTION

*In accordance with District 9510 By-Laws the following general resolutions are proposed for approval at the District Assembly: -

- * That the Budget for 2024 - 2025, as circulated, be adopted, and,
- * That the District Dues for 2024 - 2025 be **\$ 92.84 incl GST** per Rotarian provided the levy is paid within 90 days of the 1st July.

*The District 9510 Dues are made up of a per capita levy for 2024 - 2025 of \$29.49 per Rotarian, \$17.28 per Rotarian for Pilot Related Expenses and the Insurance Levy for 2024 – 2025 of **\$46.08** per Rotarian, all including GST,

*The District Dues and Insurance levy will be calculated and paid for by clubs on the numbers of Rotarians recorded on the RI website/ClubRunner **as at 1st July 2024.**



Our expectations of the Club Treasurer



CLUB TREASURER



The club treasurer is required to keep their club healthy through good financial management.

RESPONSIBILITIES

- Attend the district training assembly and the district conference
- Maintain accurate and timely club financial records
- Develop a budget for next year**
- Give **monthly** reports to the club's board on a timely basis
- Have the club's financial activity **reviewed by a qualified accountant** who is not affiliated with the club at the end of the year
- File the club's taxes, if required to do so by local or national tax code



Develop a Club Budget

DUES AND FEES

Review or establish a system for collecting and paying dues and fees.

Club dues.

Club dues generally fund operating expenses such as

- * Meetings costs,
- * Meals for speakers or guests such as Exchange Students,
- * speaker gifts,
- * Dinner Plaques, Badges,
- * Supplies,
- * President's allowance, if any,
- * Changeover expenses
- * District Assembly & Theme Banner
- * Club Merchandise, such as caps, polo shirts etc
- * Costs of notices in newspapers

- * Plus,



Develop a Club Budget



District dues. The district maintains funds for financing district-sponsored projects and supporting district administration, with each club contributing through per capita dues,

Once a year, clubs are charged per capita dues by the District as follows:

- * District Expenses of \$29.49,
- * Pilot Related Expenses of \$17.28,
- * Insurance of \$46.08, all paid within 90 days,

(Note if a club is late with dues there may be a higher levy to be paid)

Rotary dues. Twice a year, clubs are charged per capita dues by RI as follows:

2024 - 25: US\$39.25 plus US\$1.50 for COL and then 10% GST which equates roughly to:

- * **July** \$A58.88 plus \$A2.25 totaling \$A61.13 plus 10% GST = **\$67.24**
- * **January** \$A58.88 plus GST = **\$64.77**
- * **ie per annum** \$A132.00

Rotary Down Under. Clubs are charged \$22.13 per member each half year for the **Regional magazine ie \$44.26** per annum or if electronic version taken it is \$39.30



Develop a Projects Budget

Projects Budget

Each committee of the club should establish the programs that it believes it will undertake during the next twelve months and estimate the revenue and costs of running that project.

Most of these programs will be self funded, but some will depend upon sponsorship and a contribution out of existing funds held by the club for projects or general club fund raising such as BBQ's, shed sales, op shops, book shop income and the like.

The club should also plan to contribute to the Rotary Foundation based upon available funding or planned income from all sources. Budget for \$US100 per member to the Annual Programs Fund and say \$US500 to \$US1,000 to the End Polio program.

Resources



Rotary International Website – rotary.org

<https://my.rotary.org/en/learning-reference/learn-role/club-roles>

Club roles

Whether you're considering taking on a committee role or looking forward to your year as Club President, Secretary or Treasurer you'll learn what you can expect and how to prepare.

- President
- Treasurer
- Secretary
- Committee

Because the Treasurer's responsibilities may vary according to local laws and cultural practices, please adapt the suggestions offered in Club Treasurer's online courses in the Learning Centre



Resources



How to prepare

- Take online courses for club treasurer in the Learning Center
- Work with outgoing treasurer to ensure a smooth transition
- Attend district training assembly

Resources & reference

- Budget Worksheet
- Be a Vibrant Club: Your Club Leadership Plan

Tools

- Pay or view your club invoice (Rotary International dues and fees)
- Update your club membership data
- Track club goals and contributions in Rotary Club Central
- View daily club balance
- Check our discussion groups

Rotary support

- Financial representative
- Outgoing club treasurer
- Club president and secretary
- Area governor
- Club and District Support representative