

SECRETARY-TREASURER'S ANNUAL REPORT

At the annual meeting, the secretary-treasurer will give the annual report stating the amount held over, received, paid out, and on hand in the general and schoolhouse funds. This report is in written form and sent to the board with the agenda for the board meeting. The secretary-treasurer will also furnish the board with a sworn statement from each depository showing the balance then on deposit.

It is the responsibility of the treasurer to submit this report to the board annually.

NOTE: The sentence regarding the sworn statement from the depository bank is a legal requirement.

Legal Reference: Iowa Code §§ 279.31, .33 (2013).

Cross Reference: 206.3 Secretary-Treasurer
210.1 Annual Meeting
707 Fiscal Reports

Approved 01/1993 Reviewed 01/14/03 Revised 02/12/18
10/13/08
08/05/13
09/11/23