



NEVADA REPUBLICAN CENTRAL COMMITTEE FALL MEETING SEPTEMBER 23, 2023

Special Order of Business : Treasurer's Election

In April 2023, longtime NVGOP Treasurer Michael Bertrand stepped down. Assistant Treasurer Kathy Njus has been serving as Interim Treasurer and has self-nominated as permanent Treasurer.

We'll be voting to ratify Interim Treasurer Kathy Njus as permanent Treasurer. Any other individuals interested in the position should submit their self-nomination to bhawn@nevadagop.org no later than 30 days prior to the meeting per the [NVGOP Bylaws](#).





Responsibilities of Treasurer

4. Treasurer. The Treasurer shall have the following duties and requirements:
 - A. Shall serve for a term of four (4) years upon election or until a successor is elected.
 - B. Shall act as the chief financial officer of the NVGOP and NRCC.
 - C. Act as the custodian of all financial assets of the NVGOP and NRCC.
 - D. Pay expenses only in compliance with the NVGOP budget, excepting payments specifically approved by the Chairman.
 - E. Keep a strict accounting of all revenues and expenses in accordance with generally accepted accounting practices, and make those records accessible to the Chairman, Executive Committee, and all members of the NRCC upon request.
 - F. File all statements, reports, and disclosures as required by Federal and State laws in a timely manner.
 - G. Act as the primary signatory on checks or other payments issued by the NVGOP in conjunction with another authorized Officer when required.
 - H. Provide the NRCC and Executive Committee with current financial reports at each of their respective regular meetings, and furnish an updated report to the Executive Committee should there be any significant changes in financial condition between Executive Committee meetings.
 - I. Obtain a bond at the expense of the NVGOP with sufficient security to satisfy its requirements.
 - J. Convey all financial assets and accounting records of the NVGOP and NRCC to their successor at the conclusion of their service as Treasurer and provide for any audit of those records requested by the Executive Committee.
 - K. Serve as a voting member of the Executive Committee.
 - L. Issue checks or other payments in accordance with the following guidelines:
 - i. Any check or other payment issued in an amount less than \$1000 shall require the signature or other equivalent authorization of at least one of the following Executive Committee members: the Chairman, Vice-Chairman, Secretary, Treasurer, or Assistant Treasurer.
 - ii. Any check or other payment issued in an amount of \$1000 or greater shall require the signature or other equivalent authorization of two (2) of the following Executive Committee members: the Chairman, Vice-Chairman, Secretary, Treasurer, or Assistant Treasurer.
 - iii. Payroll checks prepared by a payroll service shall be exempt from the above limits and requirements and may be signed utilizing a facsimile of the Treasurer's signature only. Manually prepared payroll checks shall be subject to the same limits and requirements outlined above.

