



Olympic Peninsula Sports Union

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13 Feb 2001

POLICY MEMORANDUM #2,

From: Executive Committee, OPSU
To: Distribution

Subj.: **OPSU Financial Policy**

Encl.: (1) Financial Management
(2) Individual Obligations

1. The purpose of this memorandum is to clarify the financial obligations of both the club and the individuals within the Olympic Peninsula Sports Union.

2. The Treasurer maintains the funds for all teams within OPSU. It is the responsibility of the teams' leadership to ensure that their teams abide the requirements of this policy memorandum.

3. General requirements for financial management of the club are specified in the Union Constitution (see enclosure (1)).

4. General requirements for personal financial obligations of the players within the club are specified in the Union Constitution (see enclosure (2)).

5. The specific dues requirements are:

- a. Senior men and military team: \$75.00 per half season
- b. Youth: \$30.00 per season

6. All financial transactions for the club, using club resources, will go through the treasurer. This includes the obvious of meeting financial obligations, to purchasing equipment for the team, to making available uniform items to the players (jerseys, shorts, hats, etc.)

7. Point of Contact is Morgan Roehl, OPSU Secretary-home
Telephone: (360) 792-2375, E-mail secretary.opsu@uswestmail.net.

Deane A Shephard

Copy to: All Players, Executive Committee, Website

Per the OPSU Constitution:

PART IV

ARTICLE I, Financial Management

1. The treasurer will receive excess funds for the Bangor Renegades and turn them over to the SUBASE Bangor Recreational Services financial coordinator for deposit in the SUBASE Bangor Recreation fund under the Union's account.
2. The treasurer will expend fund moneys of the Union with the concurrence of either president for the vice president, or authorization of the executive committee.
3. The treasurer will prepare and present a financial report at each annual meeting.
4. Prior to new officers assuming their duties, they have the option of auditing the financial records.
5. In the event that the Olympic Peninsula Sports Union is dissolved of voluntarily, the assets of the Union will be distributed as follows:
 - a. Union equipment owned by the US Navy will be returned to the Bangor MWR for disposition.
 - b. Union funds in the Bangor Renegades account at the Naval Submarine Base, Bangor will be forwarded to the Bangor MWR for disposition.
 - c. Union equipment owned by the Union will be distributed to the dues paid members of the Union. Excess equipment will be given to the Pacific Northwest Youth Rugby Association.
 - d. Union funds maintained in a civilian bank, with the exception \$750.00, will be either distributed to the dues paid members of the Union, or used by the Union to provide a gift to the community. The remaining \$750.00 will be maintained in the civilian bank. The signature card for the account will be maintained. If the Olympic Peninsula Sports Union, is reestablished, or some other local rugby Union is developed, the funds will be used to purchase equipment required for a start-up rugby Union.

Per the OPSU Constitution:

PART IV

ARTICLE II, Individual Financial Obligations

1. Dues are determined by the executive committee
2. Dues are to be paid at the start of each season. Once paid, dues are not refundable. Individuals may coordinate with the treasurer for an expanded payment plan.
3. At all home matches, team members will be charged a match fee, amount to be determined by the Treasurer, to offset the cost of the social activity.
4. Failure to pay dues for two months is cause for automatic removal from membership. A member will be notified prior to such removal.
5. A member dropped for non-payment of dues may be reinstated, at the discretion of a quorum of the Executive Committee, by paying a fee set by the Committee, not to exceed the dues owed.
6. The Executive Committee may develop alternative options to paying dues (working fund raisers, taking responsibility for fund raisers, and taking on additional duties).