

Treasury Laws of the Residence Hall Association

Article I Jurisdiction of RHA Treasury Laws

The Treasury Laws shall govern all matters of fiscal policy related to the disbursement and expenditure of funds by RHA and the various community governments. The Treasury Laws shall have jurisdiction over all funds collected through membership dues by the Department of Housing and Residential Education, and through the numerous fundraising initiatives of RHA.

Article II Disbursement of RHA Funds

Section 1 RHA Fee

RHA shall receive \$9.25 from each resident per semester to be collected with room rent by DHRE. In accordance with the RHA Constitution, any change in the amount of fees collected for RHA must be approved by a majority of votes cast in referendum by campus residents.

Section 2 Social Fee

Each community shall receive \$6.00 per community resident in social fees each Fall and Spring semester.

Section 3 Association Fee

RHA shall receive \$1.25 per campus resident in association fees each Fall and Spring semester.

Section 4 Enhancements Fee

RHA shall receive \$2.00 per campus resident each Fall and Spring semester for the Enhancements Fund.

Article III Annual Budget

Section 1 Oversight

The President and Executive Treasurer shall govern all funds described in Article II exclusive of funds allocated to the Enhancements Fund.

Section 2 Fiscal Year

The RHA fiscal year shall commence on the first of July of each calendar year and conclude on the thirtieth of June the following year. The annual budget of RHA shall be planned and expended in accordance with the fiscal year.

Section 2 Composition

The annual budget shall be compiled by the President and Executive Treasurer no less than ten days after the completion of the campus census. The annual budget shall include provisions on a per semester basis.

Section 3 Approval

The annual budget shall be submitted to the Board of Governors for approval no later than the third Tuesday of September. Any changes to the budget for the Spring semester must be approved no later two weeks prior to the conclusion of the Fall semester.

Section 4 Transfers

- A. The Executive Treasurer may transfer funds between any expense categories within the RHA budget with the approval of the President.
- B. Transfers may be used to create new expense categories.

- C. All transfers between categories shall be documented and reported to the Board of Governors. The Board reserves the right to reverse monetary transfers of the Executive Treasurer by a simple majority vote, and to initiate monetary transfers by the same procedure.

Section 5 Remaining Funds

- A. All funds remaining in the RHA budget at the conclusion of the academic year may, by approval of the Board of Governors, be utilized for discretionary spending by the incoming Executive Board.
- B. All funds remaining in the RHA budget at the conclusion of the fiscal year shall be transferred to RHA's starting balance for the following fiscal year.

Section 6 Preliminary Budget

- A. The incoming President and Executive Treasurer shall, in consultation with the outgoing President and Executive Treasurer, craft a preliminary budget for the following fiscal year no later than the second Tuesday of April.
- B. The outgoing Board of Governors shall be required to approve the preliminary budget by its final session of the academic year.
- C. The preliminary budget shall govern the expenditure of RHA funds from the start of the following fiscal year until the approval of the final budget in September.

**Article IV
Officer Stipends**

Section 1 Limitations

No more than \$7,800 shall be distributed in officer stipends each academic year, unless the Board of Governors approves additional stipends by a two-thirds majority vote.

Section 2 President

The President shall receive a \$1,400 stipend paid in two equal installments of \$700 at the end of Fall and Spring semesters of his or her term. The President, with the approval of the Executive Board, may authorize payment of this stipend in smaller, more numerous installments.

Section 3 Executive Officers

Each Executive Officer shall receive a \$800 stipend paid in two equal installments of \$400 at the end of Fall and Spring semesters of his or her term. The President, with the approval of the Executive Board, may authorize payment of these stipends in smaller, more numerous installments.

Section 4 Incomplete Terms

In the event that an Executive Officer does not serve an entire term, his or her stipend shall be pro-rated according to the length of his or her service in office.

**Article V
Expenditure of RHA Funds**

Section 1 External Programming Grants

The Board of Governors may, by majority vote, approve funding for programs conducted by outside student organizations or University departments, subject to the guidelines of the RHA External Programming Grant Policy..

- A. No RHA funds shall be appropriated for programs, services, or events of a religious or politically partisan nature.
- B. Expenditure of RHA funds by outside groups is limited to the program for which they are approved.

Section 2 Internal Expenditures

The President and the Executive Treasurer shall approve internal expenditures of any previously budgeted RHA funds with the exception of the Enhancements Fund, which shall be managed by the Chief Enhancements Officer.

Section 3 Inter-Community Transfers

Community Governors may request to transfer funds between communities in order to contribute toward expenditures for a campus-wide or inter-community event.

Section 4 National Residence Hall Honorary

The Board of Governors shall appropriate at least \$500 and no more than \$1500 per year for the National Residence Hall Honorary, provided the latter appoints a representative to attend regular sessions of the Board of Governors. This representative shall be bound by the same attendance policy as the governors, and shall not concurrently be a Governor or RHA Executive Officer. In April, a representative from NRHH shall present to the Board a Governors a summary of their organization and budget for that academic year.

**Article VI
Summer Social Fees**

Section 1 Summer Social Fee

RHA shall collect \$2.00 per resident in social fees from students living in University residence halls during one or both sessions of Summer School. These funds shall be maintained in an account separate of the primary RHA account by the Student Activities Fund Office.

Section 2 Oversight of Summer Funds

The President and Executive Treasurer shall be responsible for the allocation and disbursement of the summer social fees in consultation with the Summer Programming Board.

Section 3 Remaining Funds

All funds remaining at the conclusion of the second session of Summer School shall remain in the summer social account, and shall not be utilized for expenditures during the academic year.

**Article VII
Community Treasury Procedures**

Section 1 Community Treasurer

Each Member Community shall have a treasurer appointed by the Governor, in accordance with each Community's constitution. Each Community Treasurer shall submit to training and joint certification by the Student Activities Fund Office and the Executive Treasurer before the commencement of his or her duties.

Section 2 Community Budget

Each Governor shall submit a proposed community budget to the Executive Treasurer no later than the fourth Tuesday of each semester. The Fall and Spring Community budgets shall be approved by simple majority vote of each community's voting members.

Section 3 Oversight of Community Funds

The Governor and the Community Treasurer shall approve expenditures of any previously budgeted community funds. All community programming expenditures shall be approved by a simple majority vote of the community government.

Section 4 Reimbursement

Any reimbursement of Community funds to an individual must be accompanied by a signed receipt or invoice of the purchased good or service. In the event that a reimbursement is necessary, the individual must obtain approval by his or her Community Treasurer or Governor prior to purchase. Reimbursement to either the Governor or the Community Treasurer shall require a third signature from the Community Director. Furthermore, any single expenditure in excess of \$250 shall require a signature from the Community Director.

Section 5 Monthly Reports

The Community Treasurer shall submit an accurate account of all community revenues and expenditures to the Executive Treasurer on the first of each month during the academic year.

Section 6 Charitable Donations

No Community Government or RHA funds shall be utilized for direct donations to charitable organizations, nor may Community Government compel a resident to provide monetary donations as a condition of access to a program.

**Article VIII
Ratification and Nullification**

Section 1 Ratification

This document and the laws enacted under its authority shall take effect when ratified by a two-thirds majority of the members of the Board of Governors. Upon ratification, all previous Treasury Laws of RHA shall be rendered null and void.

Section 2 Nullification

These Treasury Laws shall be considered null and void only when a new set of Treasury Laws is ratified.

**Article IX
Process for Amendment**

The following shall be the ratification procedures for any amendment to these Treasury Laws:

- A. An amendment may be brought to the Board of Governors for ratification by any member of RHA.
- B. The amendment shall be considered valid only when ratified by a two-thirds majority vote of the Board of Governors.

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