



UPDATES TO FINANCIAL POLICIES

FINANCIAL POLICIES		
#	Policy Name	Key Changes
301	Signing Authority	No changes
302	Rental Deposits	- Title change (formerly Rental Contracts) - Updated to reflect deposit requirements for all contracts
303	Financial Delegation of Authority for Purchasing	No changes
304	Facility Fee Surcharge	- Updated fees and allocation change - Board approved June 28, 2023
305	At Risk Presentations	No changes
306	US Cash Exchange	No changes
307	Travel and Expenses	No changes
308	Petty Cash	No changes
309	Capital Assets	No changes
310	Records Retention Schedule	No changes
311	Management Expense Reimbursement	Added requirement to follow Policy #303
312	Unredeemed Vouchers	No changes
313	Procurement	No changes
314	Credit Cards	No changes
315	Donation	No changes
316	Publishing CEO Expenses	No changes
317	Drop Safe Procedures	No changes
318	Cash Handling Guidelines	No changes
319	Corporate Sponsorship	No changes
320	Naming Rights	No changes
321	Facility Fee Reserve Fund	No changes
322	Programming Reserve Fund	No changes
323	Direct Deposit	No changes