

Here is a detailed outline of the BMHA Director of Finance Board of Director's position:

1. Act honestly and in good faith with a view of the best interests of the association.
2. Avoid conflicts between the interests of the association and personal interests and where a conflict arises, disclose personal interests in conflict with the association's interests and abstain from participating in discussions/voting on any decisions relating to such matters.
3. Protect the association's confidential information to which you may have access.
4. Comply with BMHA legal duties under the Act and those contained in governing documents (letters patent, by laws, rules of operation/policies).
5. Attend the AGM and monthly BMHA Executive meetings.
6. May not coach, assistant coach, manage or train with a BMHA team.
7. Shall request any policy and procedure changes, additions, deletions as deemed necessary.
8. Shall chair all Finance Committee meetings.
9. Shall report on the Finance Committee and finance items at the regular BMHA Executive meetings.
10. Responsible for the collection and record keeping of all revenues and expenses generated on behalf of the BMHA.
11. Responsible for the payment and recording of all expenses incurred in the name of BMHA
12. In coordination with the General Manager, oversees the preparation of all financial statements to ensure that all aspects of the Constitution are followed with respect to the preparation and presentation of audited financial statement.
13. Responsible for the approval of all BMHA team fundraisers with the exception of tournaments.
14. Act as a signing authority on all BMHA accounts.
15. Responsible for the orderly collection of all monies owing to the BMHA. This will include ensuring that those members with outstanding BMHA fees will not be permitted to register until arrangements are made for the outstanding fee payment.
16. Propose an annual budget for BMHA Executive consideration and maintain monthly budget reviews
17. Solicit the annual audit of the financial activities of the BMHA
18. Responsible for the collection of all NSF cheques and subsequent player suspensions if necessary
19. Commit to the term of office as required of the Executive position.