

Policy and Procedure

POLICY NUMBER **0.00**

POLICY NAME **OPERATING RESERVE FUND**

DATE OF ORIGIN

LAST REVIEW DATE

1.0 POLICY STATEMENT

- 1.1** In order to fulfill the mission of JCMGA and provide financial stability and flexibility, a restricted operating reserve will be established.
- 1.2** The purpose of the fund is to provide for emergency or unexpected situations, unexpected cash flow shortages, expense or losses.
- 1.3** The Operating Reserve is restricted unless access is determined by the Board for the reasons stated above.

2.0 OPERATIONAL PROCEDURE **2.1**

JCMGA will deposit \$2,400 per fiscal year in the Operating Reserve Fund.