JACKSON COLLEGE
BOARD OF TRUSTEES POLICY

Policy Type: EXECUTIVE LIMITATIONS

Policy Title: Financial Conditions and Activities
Policy Number: EL 04
Date Adopted: 11.11.19

Version: 3.0
Date Last Reviewed: 10.16.23
Responsible Party: Chief Governance Officer

Reviewing Committee: Chairperson Crist,
Trustee Barnes, &
Trustee Heins

Governance Process | **ENDs**

Board – CEO Delegation | **Executive Limitations**

GLOBAL EXECUTIVE LIMITATIONS STATEMENT:

With respect to financial conditions and activities, the CEO shall not cause, or allow, the development of fiscal jeopardy, or actual expenditures, that are not aligned with achievement of the Board's ENDS.

Further, without limiting the scope of the above statement by the following list, the CEO shall not:

1. Expend more funds than have been received in the fiscal year to-date unless the debt guideline below is met.

    1.1. Incur debt in an amount greater than can be repaid by certain, otherwise unencumbered revenues within the current fiscal year or that can be repaid to accounts previously established by the Board for that purpose.

2. Use funds from restricted or designated accounts for purposes other than that for which the account was established.

3. Allow the College's cash position in any month to be less than is needed to satisfy obligations in that month.

    3.1. Allow a combined operating fund balance reserves to be less than the average of two months' operating expenses.

4. Allow the untimely payment of payroll and debts.

5. Write off receivables without having first aggressively pursued payment after a reasonable grace period.

6. Allow tax payments or other government ordered payments or reports to be overdue or inaccurately filed.

7. Acquire, encumber or dispose of land or buildings.

Date Of Change	Version	Description of Change	Responsible Party
11.11.19	1.0	First release following Policy Governance consulting work.	Chief of Staff
11.9.20	2.0	Edits – removed statements not belong in this policy.	Chief of Staff
10.10.22	2.0	Regular Review – Approved	CEO
10.16.23	3.0	Regular Review – minor wordsmith amendment – Approved with amendment	CGO