



Governance Process	ENDs
Board – CEO Delegation	Executive Limitations

## 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:** 4.0

**Date Last Reviewed:** 10.14.24

**Responsible Party:** Chief Governance Officer

**Reviewing Committee:** Chairperson Crist,  
Trustee Lake, &  
Trustee Simpson

### 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 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 received in the fiscal year unless the debt guideline below is met:
  - 1.1. Incur debt in an amount greater than can be repaid by certain 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 fiscal year 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.

<b>Date Of Change</b>	<b>Version</b>	<b>Description of Change</b>	<b>Responsible Party</b>
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
10.14.24	4.0	Regular Review – minor wordsmith amendment – Approved with amendment	CGO