

Bexar County Master Gardeners

SUBJECT: F-13 Operating Reserve

BACKGROUND: Bexar County Master Gardeners (BCMG) Board of Directors has the responsibility to oversee, direct, and manage the monetary assets of the corporation.

POLICY: Bexar County Master Gardeners (BCMG) Board of Directors will review annually, during the budget process, the monetary assets and the operating costs of the corporation. To ensure adequate resources to meet its financial needs, the Board will establish an operating cash reserve to reflect one (1) year of cash reserves.

PROCEDURE: The BCMG Board will monitor the cash status of the organization, approve its annual operating budget, and forecast its projected cash needs. Based on this information, BCMG will authorize and approve an operating cash reserve.

RATIONALE: This policy is designed to help ensure the ability of BCMG to meet its financial obligations and maintain a viable organization.

DATE APPROVED: 11 March 2021

DAVE REVIEWED: