

Lakeland Community College

POLICY TITLE:	TREASURY MANAGEMENT
POLICY NO:	3354:2-31-01
ORIGINALLY APPROVED DATE:	01/11/96
REVISED DATE:	03/05/26
EFFECTIVE DATE:	03/05/26
NEXT REVIEW DATE:	03/2031
RELATED PROCEDURE:	N/A
RESPONSIBLE OFFICE(S):	DEPARTMENT OF BUSINESS SERVICES
APPROVED BY:	BOARD OF TRUSTEES

A. The Treasurer, as fiscal officer, shall receive and, at the discretion of the Board of Trustees, disburse all funds of the District. Appropriate controls shall be put in place to protect and preserve all College funds. Responsibilities include but are not limited to:

1. Collection of all College funds
 - a. Receipt of all College funds
 - b. Billing and collection of all funds due the College. External billing agencies, collection agencies, or legal counsel may be appointed from time to time to represent the college in such matters.
2. Maintenance, deposit, and investment of college funds in compliance with the Ohio Uniform Depository Act including:
 - a. All funds of the college held on behalf of the college by an outside agency or organization.
 - b. All funds held by the college on behalf of an outside agency or organization.
3. Disbursement of all collections
 - a. Disbursement of college funds in compliance with applicable laws, rules, and regulations.
4. Administration of long-term debt obligations of the college.