

evanston!communityfoundation

and



ILLINOIS CPA SOCIETY
www.icpas.org

present...

... a capacity-building workshop

Financial Management Responsibilities of Not-for-Profit Board Members

Presented by John E. Adams, CPA - CFO, Rainbow PUSH Coalition

Board members assume the important responsibility of providing governance for their not-for-profit organization. They may be well versed on their organization's mission, but how much do they know about its finances? An important role of a board member, whether or not they have a financial background, is to provide financial oversight and protect the assets of the organization. Participate in this workshop and learn the basics of financial responsibilities -- what a board member needs to know and be aware of to ensure their not-for-profit's financial health.

Who should attend?

- Not-for-profit board members
- Individuals considering joining a not-for-profit board
- Executive Directors and other staff members working with boards on financial management
- Teams of staff and board members representing not-for-profit organizations

Participants will:

- Learn how to determine if good financial systems, policies, and internal controls are in place.
- Realize the board's role in the organization's audit; learn about new auditing standards.
- Discuss the basics of financial statements and their relevance to the board.
- Understand how to draw the line between board and staff responsibilities.
- Identify critical reporting requirements.

*Thursday, March 25, 2010, 6:30 p.m. to 8:30 p.m.
Community Room, Evanston Public Library, 1703 Orrington Street
\$30 per person. Light refreshments will be served. Questions? Please call 847-492-0990.*

Registration Form - Please print!

Please register by March 22 online at www.evanstonforever.org, by fax to 847-492-0904, or by mail to Evanston Community Foundation, 1007 Church, Suite 108, Evanston 60201.

Attendee #1: _____ Title: _____ e-mail _____
Attendee #2: _____ Title: _____ e-mail _____
Organization: _____ Phone: _____
Address: _____
Payment: (# attending x \$30) _____ Check enclosed _____ OR Charge \$ _____ to my: _____ Visa _____ MasterCard
Card number: _____ Expiration Date: _____
Signature: _____