

REFUGE RECOVERY

A Buddhist Path to Recovering from Addiction

GROUP TREASURER (IN-PERSON MEETINGS ONLY)

The Group Treasurer is responsible for the funds donated to the group (also known as “dana”) and for the proper distribution of these funds. The position has a term of six months, not subject to consecutive terms afterward.

Duties of the Group Treasurer are:

- Keep an accurate record of all of the group's financial transactions.
- Maintain the group accounts and be responsible for issuing funds to pay the rent, purchase books, buy supplies, and cover the costs of any miscellaneous expenses the group incurs.
- Make group contributions to directly support the Refuge Recovery World Service office by helping to cover the shared expenses of the entire world sangha, such as creation and maintenance of RR websites, Zoom accounts, and social media accounts, and organization of RR retreats, conferences, and conventions. Each group, after paying its bills and buying a small number of Refuge Recovery books to offer for sale at each meeting, should hold a reserve adequate to run the group for 2 months. After this reserve has been established and is being maintained, all funds collected over this reserve amount are to be passed along to RRWS to help Refuge Recovery as a whole.
- Train the new Treasurer when leaving the position.