

SPECIALIZED CLINICAL DEVELOPMENTAL
SERVICES NETWORK



FINANCE POLICY

Section: Banking & Financial Management	Policy Number: 2.41
Policy: Member Levy	Approved Date: 25-Mar-2025
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Introduction

From time to time the SCDSN Board may enter into activities which result in an unanticipated expenditure. These activities may be funded by a special levy to the membership.

Policy

The SCDSN Board and finance committee will endeavour to anticipate all relevant income and expenses, draft and approve a reasonable budget and adhere to the budget. In the event of an extraordinary or unanticipated expenditure that cannot be supported by the budget, the Board will call a special meeting of the members for approval of a special levy.

Procedure

1. The Board chair or vice-chair will set a date for a special membership meeting and send out a notice in accordance with the bylaws (Article 4, Item 4.5)
2. The Board chair will announce at the meeting the reasons for the expenditure and the special levy and call for a vote.

Reference