

VISION STATEMENT

CHEA Accounting Consultant Committee

The CHEA Accounting Consultant Committee will be instrumental in providing training to enhance the accounting and financial reporting success of each Lodge in the California-Hawaii Elks Association

MISSION STATEMENT

CHEA Accounting Consultant Committee

The CHEA Accounting Consultants Committee shall provide training and assistance to establish good accounting knowledge, policies, practices, and procedures consistent with Grand Lodge statutes; the Grand Lodge Auditing & Accounting manual; the Elks CLMS program; Federal and State laws; and California-Hawaii Elks Association objectives. The committee will draw on Grand Lodge, CHEA, and District resources to provide Lodge officers and accounting staff with training and other resources necessary to assure success in the business of running their Lodges and providing excellent and timely financial reporting.

ORGANIZATIONAL STATEMENT

CHEA Accounting Consultant Committee

The CHEA Accounting Consultants Committee shall consist of a CHEA Chairperson and designated Vice Chairperson(s) whose responsibility it is to assist in CHEA wide accounting training and activities for continuous improvement, to maintain continuous contact with their Districts' Chairpersons, and to provide direct support to Lodge officers and accounting personnel when appropriate.

Committee District Chairs will be the first point of contact and resource for their District's accounting personnel whenever they have questions, require additional training, or request support. The District chairs will promote the use of the new Grand Lodge Auditing and Accounting Manual, will inform the CHEA chairman of specific *District wide* training issues, and assess and respond to any additional *Lodge level* training requested by a particular Lodge.

Lodge officers shall promote the new Grand Lodge Auditing and Accounting manual and the new chart of accounts. Accounting staff shall convert to the new chart of accounts and strive to provide accounting and financial documents that accurately reflect the activity and financial condition of their Lodge at the end of each monthly accounting period.