

# AMERICAN MATHEMATICAL SOCIETY

## ASSOCIATE TREASURER

### 1 Term

Two years.

Reappointments are possible and desirable. By convention, the incumbent is reappointed if performance is satisfactory and the person is willing.

The Associate Treasurer is appointed by the Council, upon recommendation of the Executive Committee and Board of Trustees (ECBT). The ECBT is advised by the ECBT Nominating Committee, which evaluates the current Associate Treasurer (including consulting with the Treasurer), determines (if appropriate) whether the incumbent is willing to be reappointed, and then makes a recommendation to reappoint or replace to the November ECBT for forwarding to the January Council meeting a full year before the term of office expires. When a replacement is needed, the ECBT then forms a search committee for a successor that reports directly to the ECBT. Replacement of an Associate Treasurer is a serious matter. It should be done in consultation with the Trustees and then with the candidate. When an incumbent does not wish to continue, the usual form is to give notice when nominated that she or he is accepting for the last time.

### 2 Duties

In coordination with the Treasurer, to administer or supervise the administration of fiscal policies laid down by the Trustees. To monitor the receipt and expenditure of funds and the care of investments. To monitor budgets and trends of finance over a period of years. To review salary policy and its application to individuals. To watch over the finances of Mathematical Reviews and over the administration of salary policy at levels up to department head.

The Associate Treasurer is an ex officio member of the Board of Trustees and the Council, and as such has all the duties of a Trustee and Council member in general.

The Associate Treasurer is an ex officio member of the following committees: Agenda and Budget, Audit, Investment, Salary.

### 3 Meetings

The Council meets twice a year: on the day before the first day of the Joint Mathematics Meetings in January and in the spring. The January meeting usually starts early afternoon and goes through dinner. The Spring meeting is usually on a Saturday in Chicago and usually starts with lunch and ends before dinner.

The Trustees meet twice a year for 1½ days, the first half of the meeting being joint with the Executive Committee. These meetings take place in May and November, on Friday afternoon and Saturday, usually the weekend before Memorial Day weekend and the weekend before Thanksgiving at the Providence Headquarters (the May meeting in odd-numbered years is in Ann

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Arbor). These meetings cover the budget (including such things as reviews of large expenditures, setting institutional and individual member dues, setting journal pages and prices), investment practices, policy questions, operating plans, and major new programs and initiatives.

If necessary, the Council and Trustees have additional meetings in person or by other means (e.g., email or telephone conference call), but these are rare.

The Agenda and Budget Committee meets twice a year (April and October) for half a day; the April meeting is by conference call, and the October meeting is at the Providence Headquarters.

The Audit, Investment, and Salary Committees meet at the time of the semi-annual ABC or Board meetings.

### **4 Indemnification**

From the Bylaws, **Article XII:**

Any person who at any time serves or has served as a trustee or officer of the Society, or as a member of the Council, or, at the request of the Society, as a director or officer of another corporation, whether for profit or not for profit, shall be indemnified by the Society and be reimbursed against and for expenses actually and necessarily incurred in connection with the defense or reasonable settlement of any action, suit, legal or administrative proceeding, whether civil, criminal, administrative or investigative, threatened, pending or completed, to which that person is made a party by reason of being or having been such trustee, officer or director or Council member, except in relation to matters as to which the person shall be adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of official duties. Such right of indemnification and reimbursement shall also extend to the personal representatives of any such person and shall be in addition to and not in substitution for any other rights to which such person or personal representatives may now or hereafter be entitled by virtue of the provisions of applicable law or of any other agreement or vote of the Board of Trustees, or otherwise.

### **5 Conflict of Interest Policy for AMS Officers and Committee Members**

Please see <http://www.ams.org/about-us/governance/policy-statements/sec-conflict-of-interest-officers>

### **6 Assistance**

The Associate Treasurer receives whatever assistance is needed through the Executive Director. An orientation session is provided at the Providence Headquarters at the time of the first meeting a new Associate Treasurer attends.

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## 7 Expenses

Travel expenses of the Associate Treasurer in the performance of her/his duties are reimbursed at Level B, which essentially provides full travel support. See <http://www.ams.org/about-us/governance/board/level-b-voucher.pdf> for complete details. Any other expenses that might occasionally be incurred will also be reimbursed; if possible, these should be discussed in advance with the Executive Director.

## 8 Authorization

In June 1965 the Trustees created the position of Assistant Treasurer, elected by the Trustees from among their own membership. The Assistant Treasurer, at the request of the Liaison Committee, could act as an alternate for the Treasurer. In August 1972, the Business Meeting ratified an amendment to the Bylaws creating the post of Associate Treasurer and enlarging the Board and the Council so that the position carried membership.

## 9 Past Associate Treasurers

|                   |   |
|-------------------|---|
| Edward G. Begle   | Jan 1966 - Dec 1967 (Assistant Treasurer)                     |
| Murray H. Protter | Jan 1968 - Dec 1972 (Assistant Treasurer)                     |
| Murray H. Protter | Jan 1973 - Dec 1976 (Position changed to Associate Treasurer) |
| Steve Armentrout  | Jan 1977 - Jan 1993   |
| B. Alan Taylor    | Feb 1993 - Jan 2003   |
| Donald E. McClure | Feb 2003 – Jan 2009   |
| Linda Keen        | Feb 2009 – Jan 2011   |
| John M. Franks    | Feb 2011 – Jan 2012   |
| Zbigniew Nitecki  | Feb 2012 -  |