

AMWUA RESERVE FUND POLICY

The purpose of the AMWUA Reserve Fund is to provide stability in AMWUA membership dues. The Reserve Fund is not intended to be used for on-going association operations. The AMWUA Board of Director's policy for use and funding level of the AMWUA Reserve Fund is as follows:

1. Capital Expenditures – The Reserve Fund may be used, as approved in the annual budget, for one-time capital expenditures to acquire or replace office equipment, furniture and computer equipment.
2. Lease of Office Space and Common Area Maintenance – The Reserve Fund may be used to offset annual office lease increases as approved in the annual budget and for unanticipated and unbudgeted CAM escalations.
3. Extraordinary and Nonrecurring Budget Items – The Reserve Fund may be used for extraordinary events such as offsetting costs of office moves or reducing membership dues in response to extreme economic downturns.
4. The Reserve Fund will be maintained at a percentage of the previous year's approved budget between a minimum of 50% and a maximum of 75%.