

SANTA FE HOCKEY ASSOCIATION

FINANCIAL RESERVE POLICY

INTRODUCTION

Santa Fe Hockey Association is a 501(c)(3) non-profit organization incorporated in the State of New Mexico that provides sports activities to the youth of central New Mexico. The organization's primary source of revenue is registration fees paid by member families to participate in the Association's youth hockey programs. The Association is governed by an all-volunteer board of directors.

Consistent with best practices and regulations governing non-profit organizations, Santa Fe Hockey Association will maintain adequate financial reserves to ensure the ongoing operations of the Association and maintain continuity of its programs on behalf of its members.

The Association will also ensure transparency to its members and governing entities including the Land of Enchantment Amateur Hockey Association and the State of New Mexico regarding its overall financial well-being.

POLICY

Santa Fe Hockey Association shall maintain financial reserves in an amount determined by the Board of Directors as amended from time to time. The minimum amount of this reserve shall be equal to three (3) months operating expense for the current fiscal year. These Reserves shall be maintained in cash or insured cash equivalents in an insured financial institution that provides services in New Mexico.

These reserves are intended to be used solely to ensure continuity of operations and maintain solvency in the event of unforeseen circumstances that could not have been reasonably foreseen or planned for in the course of normal operations. Examples of such circumstances may include a material loss of ice due to a major interruption in services or a major unplanned expense that is beyond the reasonable control of the Association.

The reserves may only be accessed for a designated specific purpose and require the prior written approval of a majority of the board. Withdrawals from the reserve account(s) may only be made by the Association Treasurer and Board President. All withdrawals must be reported to the Association membership promptly and must specify the amount of the withdrawal and the specific purpose for which the funds will be used.

Approved by the Santa Fe Hockey Association Board of Directors

DATE: May 14, 2025

ATTESTED BY: *Denise Ip*

Denise Ip, Secretary