The Treasurer works as a voting member of the YSS Executive Committee and reports on quarterly finances of the section. All YSS Executive Committee officers facilitate opportunities for all NCLA: Youth Services Section members to gain knowledge and understanding of library related issues, materials, services, and trends to better serve youth in NC.

**Duties:**
- Serves on the YSS Executive Committee as a voting member at quarterly meetings. If Treasurer cannot attend a quarterly meeting, the Treasurer will notify the YSS Chair.
- Treasurer—updates and maintains a budget for YSS. Keeping in contact with NCLA’s finance committee in regards to memberships, receipts, and expenditures.
- At quarterly meetings the Treasurer will give a budget report.
- Treasurer may be called to investigate quotes and pricing for various YSS grants, retreat, and NCLA sessions/events.
- The Treasurer sends check requests to NCLA, after YSS Chair has signed.
- Treasurer aids the Board in preparation and facilitation of Biennial YSS retreat, Biennial NCLA Conference and as needed in preparation for these two upcoming events.
- Other duties as requested by the Board or Chair.

**SECTION EVENTS**
- NCLA Biennial Conference
- Biennial Retreat

**COMMITMENT**
- Quarterly meetings
- 1 YSS retreat, 1 NCLA conference, additional meetings as directed.

**RESPONSIBILITIES**

**TERM LENGTH**
2 YRS

**ADDITIONAL RESOURCES**
- YSS Webpage: https://nclaonline.org/yss
- Youth ListServ: lib-youthservices@statelibrarync.simplelists.com

**YOUTH SERVICES SECTION**
YSS aids library professionals, at all levels, in their pursuit to provide quality services and resources to children, young adults, and families across North Carolina.