



Blue Mountain Community College *Administrative Procedures*

Procedure Title: Financial Reports and Statements
Procedure Number: 01-2005-0024
Board Policy Reference: IV.A. General Executive Direction

Accountable Administrator: President
Position responsible for updating: President
Original Date: 12-16-05
Date Approved by Cabinet: 02-01-11
Authorized Signature: *Signed original on file*
Dated: 02-02-11
Date Posted on Web: 03-07-22
Revised: 01-10-11
Reviewed: 03/22

Purpose/Principle/Definitions:

Appropriate staff member(s) will be available at any College meeting, upon the Administration's request, to respond to questions and to present budget and/or financial information. The President will notify the appropriate person(s) at any time of substantial deviations in the anticipated revenues and/or expenditures.

During the fiscal year, the College Board will receive and review quarterly financial reports that include actual receipts and disbursements in comparison to budget estimates for the present year and immediate past year.

Supplementary reports on specific funds or accounts will be furnished upon request of the Board or President.

Legal References:

[ORS 294.155](#)
[ORS 294.311](#)
[ORS Chapter 297](#)
[ORS 341.290 \(z\)](#)