Responsibilities for
Grace Under the Oaks
Treasurer

Thank you for your interest in joining the Board of Directors of Grace Under the Oaks.

We are so fortunate to have an active and engaged Board; we all work collaboratively to ensure the success and sustainability of our program. We are currently seeking a Board member to fill the position of Treasurer, which is a volunteer position.

The Treasurer our Finance Lead, and an Officer of the organization. Responsibilities include, but are not limited to:

- ⇒ Overseeing financial health of the program
- ⇒ Aligning financial goals with program's mission
- ⇒ Identifying and managing financial risk
- ⇒ Overseeing bookkeeper and accounts (checking, saving, investments, PayPal, donation matching). A contracted CPA firm will produce our 990s and 1099s
- ⇒ Assisting Executive Director with financial transactions
- ⇒ Helping develop annual budgets
- ⇒ Collaborating with Executive Director to generate and maintain budgets (operating, fundraiser, special projects)
- ⇒ Supplying reports as required (i.e., Board meeting financials as needed, equine expenses)
- ⇒ Assisting in planning and running special events, including expenses, ticket sales, auction resolutions
- ⇒ Participating on fundraising committee
- ⇒ Participating in Board Meetings (generally once a month, on the fourth Friday)

If you are interested in joining the Board in this position, or any other role, please send a note to the email listed below, telling us about your skills, experience, and why you'd like to be part of Grace.

You may also reach out to me directly if you are interested in discussing this further or have any questions. I would be delighted to speak with you.

Kathy Ornstein, Co-Chair, Secretary
Grace Under the Oaks; graceundertheoaks@gmail.com
973-634-5723 (cell)

October 26, 2026