



## **WINNIPEG BOX LACROSSE COMMISSION FINANCIAL POLICY**

### **A. PURPOSE**

The Winnipeg Box Lacrosse Commission (WBLC) and the Greater Winnipeg Lacrosse League (GWLL) are committed to providing the best lacrosse experience possible, while maintaining financial accountability and striving to offer the most cost effective, yet high quality experience for players and families.

### **B. DEFINITIONS**

**Commissioner** – refers to the person currently holding this position with the WBLC.

**Commission Executive** – refers to the subgroup of the WBLC tasked with carrying out day to day operation of the organization

**Member(s)** – refers to the Clubs that are currently participating in a WBLC league and are in good standing with the WBLC and MLA

### **C. COMMISSIONER AUTHORITY**

The Commissioner is authorized to spend and/or allocate WBLC/GWLL funds to the following limits without any prior authorization;

1. A maximum of \$1000 per transaction for replacement of damaged equipment owned by the Commission,
2. A maximum of \$500 per transaction for WBLC related expenses that are not a part of inventory
3. A calendar year maximum of \$2500 for all Commissioner approved expenses

### **D. EXECUTIVE AUTHORITY**

The Commission Executive is authorized to spend and/or allocate WBLC/GWLL funds to the following limits, by simple majority vote, where a written record is maintained of said vote.

1. A maximum of \$2500 per transaction for replacement of damaged equipment owned by the Commission,
2. A maximum of \$1000 per transaction for WBLC related expenses that are not a part of inventory.
3. A calendar year maximum of \$5000 for all Commission Executive approved expenses
4. Any other spending, or amounts above \$5000 require approval by the full board.

## **E. RECORD KEEPING**

1. All spending must have a receipt or record of the authorization.
2. All spending must be reported to the Treasurer within five (5) days of the expense being incurred.
3. All receipts must be submitted to the Treasurer within fourteen (14) days of being received.
4. All expenses that are approved by the Commissioner and/or the Executive must be declared at the next board meeting.

## **F. REIMBURSEMENTS**

1. Clubs must submit all expenses for reimbursement within 30 days of the last game of the season. Expenses submitted after this time may not be reimbursed.
2. Late filing of expenses that are paid out, are subject to a late filing fee of \$150, or 10% of the invoice, whichever is higher.

Approved: January 28, 2026