

**SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT 522
BOARD POLICY MANUAL**

POLICY ISSUE Inter-Fund Loans and Transfers

POLICY CODE 6005

**POLICY
STATEMENT**

DATE ADOPTED October 16, 1991

DATE(S) REVIEWED December 2010

DATE(S) AMENDED January 2011

- A. The Board of Trustees authorizes the District Treasurer to make inter-fund loans when the need arises from any one fund to any other fund maintained by the Board, providing that each such loan must be repaid to the proper fund within one year of the original transfer. This requirement does not apply to Working Cash Fund transfers.
- B. The District Treasurer shall have the authority to make temporary Working Cash Fund transfers to the Education Fund and Operations & Maintenance Fund in anticipation of specific revenues (i.e. current taxes and state revenues) when the need is determined by the analysis of cash position. Repayment of the temporary transfer is a first-lien on the specified revenues of the Education Fund and the Operations & Maintenance fund.
- C. The District Treasurer shall have the authority to transfer monies earned as interest from the investments of the Working Cash Fund to the operating funds without any requirement of repayment, upon authority of the Board of Trustees by separate resolution directing the District Treasurer to make such a transfer and stating the purpose of the transfer. The purpose of such transfer is to meet the ordinary and necessary expenditures of the college.
- D. All inter-fund loans and transfers between funds shall be made in accordance with the Illinois Community College Board Fiscal Management Manual, and all applicable legal and statutory requirements.