

## **Oxford House, Inc.**

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# **ASSOCIATION COMPTROLLER**

The Comptroller must be a resident or alumnus in good standing, and shall serve a term of one year and may be re-elected to one additional term

### **Comptroller Duties:**

- Keep an accurate ledger for Chapter dues and report activity at business meeting.
- Assist in auditing the Association checking account with the Treasurer.
- Keep a separate ledger for Association loans to Chapters.