

The Cataraqui Archaeological Research Foundation

Finance Standard

By practicing sound financial management, the Cataraqui Archaeological Research Foundation demonstrates that it is a responsible public institution and ensures its continued vitality in Kingston.

- a) The Foundation follows procedures required for not-for-profit organizations that receive public funding, while fulfilling its mandate as a steward of artifact collections.
- b) The Board of Directors carries out its responsibility to secure funding to operate the museum and support museum activities.
- c) The Foundation demonstrates a commitment to ethical behavior in its pursuit of funding such as consulting fees, workshops, tours, special activities, memberships, etc.
- d) The Foundation seeks many sources of funding, both public and private, such as summer camps for all ages.
- e) The Foundation allocates its resources using an annual budget approved by the Board of Directors.
- f) The Foundation makes public its annual financial report at its annual meeting.
- g) The Foundation purchases insurance to cover building, equipment, collections, and personal and public liability.
- h) The Foundation provides a safe environment for its employees. This is in accordance with our policy in Part 5 of the Foundation's constitution.