

**KENORA DISTRICT SERVICES BOARD**  
**FINANCIAL SERVICES DIRECTIVE**

**DATE:** August 19, 2010 **CATEGORY:** Banking Protocol

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**SUBJECT:** Reserve for Working Funds **NUMBER:** FSN-I-02

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**REVISION DATE:**           

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**Service Objective:**

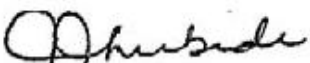
As per Regulation 279/98, Section 7(3) "In preparing the estimates, the Board may provide for a reserve for working funds in a year not to exceed 15 per cent of the total estimates of the Board for the year."

**Service Description:**

1. A reserve is an appropriation from net revenue at the discretion of the Board, after the provision of all known expenditures. It has no reference to any specific asset and does not require the physical segregation of money or assets as in the case of a reserve fund. A reserve cannot have a revenue or expense of itself, like a reserve fund.
2. Contributions to the Reserve for Working Funds are authorized as set out in the approved annual budget of the Board.
3. A proportionate portion of interest earned on the general funds shall be recorded as a contribution to the reserve in the year it is earned.

Reference: KDSB Policy No. KDSB-FNS-I-02: Banking Protocol – Reserves and Reserve Funds

Prepared by: Toni Thurbide, Director of Finance

  
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Program Director

August 19, 2010  
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Date

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Chief Administrative Officer

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Date