

INCIDENTAL ACCOUNTS

In accordance the law, the board may establish an incidental account in an amount determined by the board by setting aside on an imprest basis money from the general fund. This "Imprest Fund" may be used for advanced payment or for claims requiring immediate payment, not to exceed the amount established by the board.

Expenditures against the imprest fund must be itemized, documented, and will be charged to the applicable fund. After the budget item is exhausted, no expenditures against the item may be made from the incidental account. The board authorized the business manager to be accountable for the imprest fund.

LEGAL REF.: SDCL 13-18-17

ADOPTED: January 24, 1994
REVIEWED: August 24, 2015