**14a. RESERVE PROCESS**

Updated 9/30/2017

* In years 2006 and 2007: carryover Undesignated Membership Funds were swept to the Reserve account and considered net assets
* In years 2008 and beyond: Once all expenses have been recorded for the calendar year, 25% of any carryover Undesignated Membership Funds will be swept to the Reserve account and considered net assets
* Additional allocations can be made to Reserve at the discretion of the USSEC Board
* USSEC Reserve should be maintained at a level of no less than $100,000, once that threshold is reached. Should the Reserve fall below this amount, Board action may be requested.