

Memorandum of Understanding

The Parties to this memorandum of understanding are the American Mathematical Society, 501(c)(3) corporation with headquarters at 201 Charles St., Providence, RI 02904, and Mathematical Council of the Americas, an organization with headquarters at IMPA, Est. Dona Castorina 110, Rio de Janeiro, Brazil.

Purpose of Memorandum

This memorandum will clarify the terms under which the American Mathematical Society (AMS) will administer the funds collected on behalf of the Mathematical Council of the Americas (MCoFA).

Procedures for Collection and Administration of Funds

1. The MCoFA Treasurer will be responsible for invoicing the MCoFA membership.
2. The AMS will collect the dues on behalf of the MCoFA.
3. The funds will be kept in the operating accounts of the AMS, and they will be listed on the AMS balance sheet as a liability or amount owed to the MCoFA.
4. A quarterly fiscal report on the state of the MCA accounts will be provided by the AMS to the MCoFA Treasurer and any additional authorized people the MCoFA identifies. This report will serve to notify the MCoFA Treasurer who has a current membership.
5. The MCoFA will clearly identify to the AMS who is authorized to request a check or to receive a fiscal report. The name(s) and contact information will be kept up-to-date with the AMS Executive Director and the AMS Chief Financial Officer (currently Catherine Roberts and Emily Riley, respectively). For 2017, the MCoFA contacts for the purposes of this paragraph are Marcelo Viana (dgeral@impa.br), Treasurer, and Susan Friedlander (susanfri@usc.edu), Chair of the Executive Committee.
6. The fiscal support will be provided at no charge for 2017 and will be continued on a year-to-year basis under these same terms.
7. Any future changes to this agreement will be negotiated by the AMS and the MCoFA and will be effective as of January 1st of the year subsequent to the new agreement.

AMERICAN MATHEMATICAL SOCIETY

Date: _____

By: _____

Catherine A. Roberts, Executive Director

MATHEMATICAL COUNCIL OF THE AMERICAS

Date: _____

BY: _____

Marcelo Viana, Treasurer