Finance Committee

A finance committee will be appointed by the Board of Directors in April of each year. The committee will include at least 3 members, including the Treasurer, and meets at least twice a year. Responsibilities include:

•develop and propose a budget for the coming fiscal year  
•audit financial records for the previous fiscal year, and  
•identify financial best practices to improve overall budget management.

The Treasurer should not be involved in the auditing process but should be available to provide information. The annual report, audit findings and proposed budget should be submitted to the Board of Directors for approval in March and a summary reported to the membership at the annual meeting in April.