

FINANCE COMMITTEE

Finance Committee configuration: The Finance Committee is made up of the President, Treasurer, and members with significant financial experience. Committee chairs can be invited to attend meetings, as appropriate, to address agenda items.

The Finance Committee meets as needed to plan, review and make recommendations to the Executive Committee concerning budgetary and other financial issues, and works to ensure the long-term fiscal health of The Weeders. Along with the Treasurer, it can make recommendations for dues increases and allocation of funds for our civic conservation and environmental projects. It monitors policies for administrative expenses and assists the Treasurer in managing the financial operations and bank accounts of The Weeders.

The committee should meet in the fall and spring to coincide with Executive Committee meetings. At the spring meeting the committee should assist the Treasurer developing a proposed budget for the upcoming year. would give the Treasurer input for the upcoming budget.

The time commitment is meeting time and any necessary email communications.

Finance Committee Chair:

The Treasurer is the Chair of the Finance Committee. She is a signatory on the General Operating Account and on the Vanguard account for other than signing checks.

She calls meetings, reports at Executive Committee meetings as needed, and works with the President on all filings, the budget and general financial issues.

At the end of each program year the Chair is responsible for preparing a year-end report of the activities of the committee to be presented at the Annual Meeting. This should be provided to both the President and the Recording Secretary 1) Electronically in advance of the meeting and 2) brought to the meeting as a hard copy. A hard copy should be handed or sent to the Archivist/Historian. Confer with the Archivist/Historian about providing her with hard copies of other materials to be archived.