
UCCSM Finance Committee Charter (August 2019)

<i>Background</i>	The Finance Committee is required by UCCSM bylaws (Section VI.A).
<i>Purpose and Relation to Mission</i>	The Finance Committee ensures the financial health of UCCSM so as to provide opportunities for spiritual and personal growth in a welcoming and inclusive intergenerational community.
<i>Under the Authority of Leadership</i>	The Finance Committee serves under the Board. The Treasurer serves as Chair of the Finance Committee. If the Treasurer is unable to serve as Chair, one of its standing members should be Chair (subject to approval by the Board).
<i>Committee Members</i>	The Finance Committee consist of at least three standing members. Also serving on the Finance Committee are the Treasurer, chair of the Investment Committee, chair of the Stewardship Committee, and chairs of any other standing committees whose primary function is to raise funds.
<i>Requirements for committee membership</i>	Standing members should be members of the church. They should serve on the committee for no more than four consecutive years. Being familiar with finance or business management (and with spreadsheets) is a consideration in selection of standing members. Nominating Committee identifies possible standing members and recommends them to the Board; the Board approves standing members to the Finance Committee.
<i>Specific Responsibilities</i>	The Finance Committee has the following responsibilities: recommend and advise the Board on finance policies and procedures; prepare draft of the Annual Budget; review the monthly reports of income and expenses to ensure that we are adhering to the Annual budget; and meet monthly (usually on the Sunday before the Board Meeting).
<i>Relationship to Staff</i>	The Chair of the Finance Committee works closely with the church administrator and Minister. The Chair also works with the Director of Religious Education and Director of Music.
<i>Financial considerations</i>	The Finance Committee does not have a line item in the budget.
<i>Reporting Requirements</i>	Charter Review and Annual Report by Board, available to any member.
