

WCR Committee Responsibilities
STANDING COMMITTEE

FINANCE and BUDGET Committee
Overseen by Treasurer

The function of the Finance and Budget Committee is to prepare an annual budget for the Governing Board and to review the budget and expenditures and the Treasurer on a regular basis.

- Prepare an annual budget for approval by the Governing board. After the October elections, a budget for the coming year is prepared, based on actual history and the Governing Board's plans for the coming year
- Submit the budget for Governing Board approval.
- Notice the General Membership of the approved Budget.
- Forward a copy of the approved Budget to the State Treasurer and State Governor prior to the State Orientations session the end of November
- Report any problem areas to the Governing Board for remedial action
- Quarterly review the budget and actual expenditures with the Treasurer..

Audit Sub-Committee:

- Conduct quarterly audits of the Treasurer's Books and present the results to the Governing Board for approval or action.
- Conduct an annual audit at least two weeks prior to the final Chapter meeting of the year and present the results to the general membership.