

## Proposed changes as of 3-29-2006 by Green and Hickman

### B.5. FINANCE

#### Objective

To assist in the preparation of the Region 3 annual budget and to periodically monitor the financial health of Region 3. The Finance Committee will operate in accordance with Region 3 Bylaw, Article IV: Finances.

#### Responsibilities

RLR Comment: Below is the resulting text after rearranging some of the existing text and adding new text per Hickman and Green report. As of 3-29-06

- Assist the Region 3 Treasurer in the preparation of an annual budget
  - Monitor Region 3 financial performance against budget
  - Publish an amended approved budget showing the date at which the budget was amended.
  - Develop short and long range financial projections and plans.
  - Provide counsel to the Region 3 Executive Committee ~~in order~~ to minimize Region financial exposure.
- Formulate financial policies and procedures concerning Region 3 operation for consideration by the Region 3 Executive Committee.
- Monitor the implementation of the Regional Activities Board (RAB) geographic asset protection guidelines.
  - Present the check register to the Executive Committee at least twice per year, and request a review and approval of the check register by the Executive Committee.
  - Review monthly statements of bank and investment accounts periodically with the Delegate/Director.
  - Verify that the bank account signature cards have been submitted and that the names and signature on the cards are those designated.
  - Ensure continuity and understanding of financial status of Region 3 by having outgoing and incoming Treasurer and Delegate/Director sign L-50 financial report.
- Assist Region 3 organizational units in financial matters.
- Assist the Region 3 Conference Committee in evaluation of conference budgets.
- Support the Region 3 Audit Committee as required for the annual Region audit and for the review of other financial issues throughout the Region.

#### Proposed change as result of changing membership (10-2-06)

##### Membership

The Committee Chair shall be the Region 3 Treasurer.

The Region 3 Delegate/Director shall be an ex-officio member.

The immediate past Region 3 Delegate/Director shall be a member. If unable to serve, the Region 3 Delegate/Director shall appoint a past Region 3 Delegate/Director.

The Region 3 Delegate/Director-Elect shall be a member.

*The Region 3 Secretary shall be a member.*

*The Chair of the Region 3 Conference Committee shall be a member.*

**Meetings**

Meetings will be held prior to Region 3 Executive Committee meetings, and at the discretion of the Region 3 Delegate/Director.