

- A. Purpose
 - a. This charter describes the membership and responsibilities of the Finance Committee (FC) of TVUUC.
- B. Authority
 - a. The FC is established in the TVUUC bylaws as amended May 2016, Article 8, Section 3-a
- C. Scope
 - a. All TVUUC financial policies.
- D. Membership
 - a. The Finance Committee shall consist of the Treasurer, acting as chairperson, a Treasurer-elect selected during odd numbered years, the President, President-elect, the Director of Administration, the Senior Minister and such other members as the Board shall designate. The treasurer may also opt to add other members as he/she deems appropriate.
- E. Responsibilities
 - a. The Committee shall be responsible for:
 - i. Gathering budget requests
 - ii. Preparing an annual budget for the Board to present to the congregation at the annual meeting.
 - iii. Advising the Board on all financial policies.
 - b. Committee members are responsible for:
 - i. Attendance at all meetings if possible
 - ii. Participation in open and candid debate
 - iii. Acceptance of assignments as necessary to advance the work of the FC
 - iv. Personal and group accountability for all decisions and actions.
- F. Direction and control
 - a. The FC operates under the direction of the Board of Directors.
 - b. The FC chairperson is responsible for fostering an environment that encourages constructive debate of all proposals, ensuring that conflicts are focused on content and not individuals, encouraging everyone to participate and keeping the FC focused.
 - c. The FC will, where appropriate, delegate specific tasks to other individuals or groups as needed or when requested to by the board.
- G. Decision Making Process
 - a. The FC will utilize consensus as the primary decision-making method. Should the group reach an impasse on any significant issue, the chairperson may take the issue to the board for resolution.
- H. Meeting Frequency
 - a. The FC will meet as needed.
- I. Approval
 - a. Officer's Signature: _____ Date: _____
 - b. Title: _____