

## FINANCE COMMITTEE RESPONSIBILITIES

Finance Committee – the members of this committee shall be the Club Treasurer, Immediate Past President, Immediate Past Treasurer, and 1<sup>st</sup> Vice President. This committee shall have their first meeting of the year in July and be responsible for setting the Club's annual budget for approval by the Board of Director's at the annual August Board meeting. Copies of this budget should be sent to each committee chairperson in July for their perusal before the August Board meeting. An annual review of banking procedures shall be conducted as well as an annual review of insurance policies and club insurance requirements. This committee is responsible for ensuring all guest speakers and invited guests receive a complimentary meal as well as the Vice District Governor and spouse on their first visit to our club.