

# SUNSCAPE RV PARK

## FINANCE COMMITTEE

### CHARTER

**THE FINANCE COMMITTEE IS CHARTERED WITHIN THE BY-LAWS OF SUNSCAPE ESTATES RV CO-OPERATIVE TO ASSIST THE BOARD OF DIRECTORS IN FISCAL MANAGEMENT PRACTICES BENEFICIAL TO THE ORGANIZATION.**

**THE FINANCE COMMITTEE SERVES AS A RESOURCE TO THE BOARD OF DIRECTORS TO PROPERLY OVERSEE FINANCIAL PLANNING AND MANAGEMENT OF THE ORGANIZATION BY ENSURING THAT ALL FISCAL ASPECTS OF THE OPERATION ARE IN ORDER.**

#### Duties of the Committee

- Preparation of the annual budget
- Recommend special assessments
- Review expenditures and revenue of the Co-op
- Analyze financial needs of the Co-op
- Assist in the development of the long range plan
- Chair, and/or Vice Chair or designate will serve as a member of the management team
- Provide all members with understandable financial statements
- Work closely with the Bookkeeper and Treasurer in maintaining financial records
- Conduct financial reviews to ensure fiduciary responsibilities are being met and financial records are being maintained in an accurate and complete manner

It is recognized that if a voting member of this committee be elected to the BOD, this elevation to the higher level of authority and responsibility, which includes planning and attention to Park business affairs and an increased level of energy and time commitment, necessitates the resignation of the voting member from this committee.

When we reach the above goals and the membership shows confidence in the Finance Committee, we will have fulfilled our objectives.

**For the Board of Directors: Approved by:**

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**Vern Beckstead, President**

**Date of Charter Revision: March 14, 2017**