

Trinity Cathedral

Charter of the Finance Committee of the Vestry

Purpose

The Finance Committee oversees the financial resources of Trinity Cathedral and reports to the Dean and Vestry.

Composition & Terms

The Committee is composed of the Cathedral treasurer, a vestry member and volunteers. There is no set number of members of the committee. All vestry members are welcome to attend. The Dean and bookkeeper attend meetings as necessary.

There are no specified terms. Each year a vestry member is appointed to serve on the finance committee.

Committee Leadership

The Committee is led by the treasurer. The treasurer is responsible for calling meetings, notifying member of committee activities, setting agendas, and conducting the business of the Committee.

Meeting Schedule & Quorum

The Committee meets monthly on the 2nd Tuesday of the month at 6:30 at Trinity Cathedral. Business may also be conducted between formal meetings via e-mail; emergency meetings may be called as needed if absolutely necessary.

Responsibilities of Members

Members are responsible for the following:

- Reviewing financial statements on a monthly basis
- Assisting in the annual preparation of the Cathedral budget
- Participating in discussions regarding the finances of the Cathedral
- Attending monthly meetings
- Reviewing investment accounts, managing relationships with investment firms, and proposing changes to the Vestry as needed