

**First Unitarian Universalist Church of Nashville  
Committee Charge**

Council: Resource and Development	Adopted by Board: September 18, 2018 Revised: _____
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**FINANCE COMMITTEE CHARGE**

**Purpose:** The purpose of the Finance Committee is to insure that the church operates in a fiscally sound manner.

**Charge:** The Finance Committee is charged with overseeing church financial records and activities with the goal of insuring that the church operates in a fiscally sound manner.

**The Finance Committee is responsible for:**

1. Reviewing the church financial records on a monthly basis, or more frequently if necessary;
2. Developing policies and procedures to facilitate sound management of financial resources;
3. Communicating to the Board and Congregation about the fiscal health of the church by means including, but not limited to, monthly reports to the Resource & Development Council Chair;
4. Working with the Bookkeeper, Staff and Treasurer to address and solve financial problems;
5. Recommending qualified persons to review the church financial records annually and acting to respond to any deficiencies they identify;
6. Calculating certified expenses for submission to the UUA annually;
7. Working with the Bookkeeper, Staff and Treasurer to prepare a balanced budget for consideration by the Board and Congregation annually;
8. Working with the Resource & Development Council to support the Stewardship and Fundraising Committees in raising the church's operating funds; and
9. Approving unbudgeted expenses as provided in FUUN Financial Policies.

Membership of the Finance Committee includes, but is not limited to, the Treasurer, the Finance Committee Chair, the former Finance Committee Chair and any other church members with an interest in church financial matters. Attendance at Committee meetings by the Chairs of Fundraising, Stewardship, Resource and Development Council and any other interested church members is encouraged.