



FINANCE COMMITTEE MEMBER ROLE DESCRIPTION

Per Harmony's Bylaws, Article VII. Committees, Section 3. Finance Committee:

The Treasurer is the chair of the Finance Committee, which includes a minimum of two (2) other members of the Corporation. The members are recommended by the Treasurer and approved by a vote of the Board of Directors. The Finance Committee is responsible for developing and reviewing fiscal procedures, fundraising plans, and the annual budget. The membership must approve the Corporation's budget. All expenditures must be within the budget. Any major change in the budget must be approved by the Board of Directors.

The purpose of the Finance Committee is to ensure that Harmony is operating in a financially sustainable manner in accordance with its mission. Harmony currently has no paid staff, so the Board of Directors is a working board. Likewise, the Finance Committee is a working committee tasked with:

- Exercising oversight over Harmony's fiscal activities and direction;
- Annual budget development;
- Making suggestions for specific fiscal activities (expenditures and income generation);
- Carefully and frequently monitoring the organization's financials and fiscal activities to make sure resources are being used according to approved budget and Board decisions;
- Developing, reviewing, and recommending good fiscal policy to the Board of Directors;
- and suggesting and implementing financial and accounting best practices.

To accomplish this, the Finance Committee meets regularly (currently, one hour per month via Zoom) and may communicate and take on specific actions and responsibilities between meetings. It is expected that Finance Committee members attend at least 75% of meetings and advise the Treasurer in advance when they are unable to attend. We collaborate and archive files via Google Docs.



The Finance Committee works best when its members demonstrate the following qualities:

- **Integrity** - an oversight committee, to be taken seriously, must be made up of members who can be trusted to do the right thing
- **Independence** - this means not only that a member has no risk of being in conflict of interest (i.e., they are independent of outside pressures and forces), but also that they are able to stand up to pressure – overt or subtle – from Harmony officers, or other board or committee members, in order to pursue the best interests of the organization and its members
- **Dedication** to Harmony’s mission
- **Effort** - the willingness to put in the time and effort to be a productive committee member
- **Competence** - we’re looking for some of the following specific skill sets, whatever your level. If you’re willing to learn, we’re willing to teach!
 - Financial statements
 - General accounting
 - Insurance
 - Drafting board/fiscal policies
 - Legal matters

If you have a heart for the LGBTQ2+ community within Community of Christ and are interested in serving on the Finance Committee, we are looking for YOU!

Please contact Parker Johnson, Board President, at parker@harmony.lgbt or Michele McGrath, Treasurer, at michele@harmony.lgbt for more information.