

Committee Charter

Finance Committee Fairway Pines Estates Owners Association

Mission:

Assists the Association Treasurer in reviewing financial statements and controls and preparing annual budgets.

Responsibilities:

1. Provides assistance and review to assure sound accounting practices and controls and collection of dues and assessments consistent with Association Policy Section 8, Collection of Past Due Assessments.
2. Formulates and make recommendations to the Board of investment guidelines for managing the Road Fund.
3. Manages the Road Fund investment pursuant to guidelines approved by the Board.
4. Assists the Treasurer in preparing the annual budget, preparing forecasts of funds necessary to maintain the roads over the long term, and determining the dues required to meet projected long-term needs for road maintenance.
5. Review monthly financial statements and prepare recommendations to the Treasurer on a quarterly basis.
6. The Committee shall keep minutes of meetings; retain appropriate records; and administer funds according to established policies and procedures.

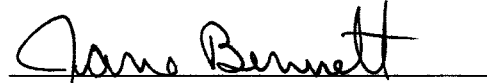
Committee Membership and Qualifications of Members:

Treasurer of the Association is Chairman
Road Chairman is a member
Two members at large appointed by the Board
Advisory members appointed by Board as needed
All committee members must be in good standing (current on dues).
Advisory members need not be a member of the Association.

Meetings:

Meet with Treasurer on a quarterly basis to review status of financials.
The Treasurer of the Association will call a meeting of the committee as needed.

Adopted April 14, 2009



Association Administrator