**Finance Committee Guidelines**

**Scope:** Ensure that the members’ money is spent wisely.

**Guidelines:** (in order of priority)

* Develop a chart of accounts (done)
* Manage the money in the accounts (done by Rayanne, our accountant)
* Determine our day-to-day operating costs and make sure we have enough money to cover our bills
* Develop a budget projection
* Approve any out-of-the-ordinary requests for money from other committees, ie, money requested for a specific project that is beyond the day-to-day functions
* Develop a vendor sponsorship program