



Finance Committee Terms of Reference 2023-2025

The Finance Committee shall work under the general terms of reference as follows:

Duties of the Finance Committee Chairperson:

- 1) To call meetings of the Committee;
- 2) To take all motions referred by the Committee to the Local Executive;
- 3) To provide Finance Committee reports to the Executive Committee;
- 4) To consult with the Local's Certified Auditor as required; and,
- 5) Other obligations as outlined in the Committee Guidebook

Duties of Finance Committee:

- 1) To maintain a Terms of Reference to be reviewed yearly and any recommended changes made shall be brought to the Executive for approval;
- 2) To review financial statements as presented by the Treasurer;
- 3) To prepare a budget for the next fiscal year and to make recommendations as necessary;
- 4) To advise on new and existing investments;
- 5) To address outstanding financial queries; and,
- 6) To carry out such direction as the Local Executive provides.

Amended: September 13, 2023

Approved by ETFO-UCL Executive: September 13, 2023