



**Terms of Reference**  
**Finance Committee**  
*Approved by Board of Directors*

---

### **Composition**

- Committee Chair (Treasurer of the Board of Directors)
- 1 to 4 members at large

### **Responsibilities and Authority**

The Finance Committee is responsible to, and operates under the direction of Rope Skipping Alberta's Board of Directors. The Finance Committee will make recommendations to the Board of Directors to help provide the finances needed to meet changing resource demands and ensure the long-term financial viability of Rope Skipping Alberta.

### **Function**

- Develop and recommend policies pertaining to financial oversight to the Board of Directors.
- Develop and/or review investment policies and strategies.
- Regularly monitor Rope Skipping Alberta's financial status through review of financial statements.
- Monitor performance of investments and consult with investment advisors on behalf of Rope Skipping Alberta as required.
- Recommend long-range revenue generation strategies to the Board of Directors to ensure Rope Skipping Alberta will have the resources needed to continue to meet its needs.
- Recommend any external auditors to the Board and membership at the Annual General Meeting.
- Recommend financial stewardship practices to the Board of Directors.
- Submit reports for the Board of Directors meetings and Annual Report for the Annual General Meeting as requested.
- Prepare and submit an annual committee budget to the Board of Directors for approval.
- Prepare and submit initiatives for consideration for inclusion in the Strategic Plan, Business Plan, and budget for approval by the Board of Directors as requested.
- Ensure that meeting minutes are maintained and provided to the Chair and Secretary following each meeting.
- Provide a list of Committee Members annually for approval by the Chair.
- Ensure that the Terms of Reference for the Committee is accurate and maintained, and recommend changes to the Board of Directors for approval as required.

Amended: January 4, 2022  
April 22, 2018  
June 4, 2017

Approved: February 6, 2022