



Midwestern Chapter International Society of Arboriculture



Finance Committee Overview Duties Outline

In order to provide a system of financial checks and balances and in an effort to fully utilize the skills and expertise of the Chapter membership and leadership team, the Finance Committee shall be responsible for the following activities:

1. Develop an annual Chapter Budget for Board of Directors consideration and approval
2. Coordinate, consolidate and evaluate all committee, project and program budgets
Including but not limited to:
 - a. Annual Conference and Trade Show
 - b. MW-TCC
 - c. Communications
 - d. Scholarship
 - e. Awards
 - f. Council of Representatives
 - g. TREE Fund
3. Provide for the submission all necessary IRS documents and forms including, but not limited to, Form 990 and Form 1023 and Form 1099
4. Provide for all necessary Chapter accounting services
5. Provide all necessary financial reports to the Board of Directors
6. Manage all Chapter investments

Member States

KANSAS MISSOURI NEBRASKA OKLAHOMA