**WORKING DRAFT**

**MUSTER FIELD FARM MUSEUM AND MATTHEW HARVEY HOMESTEAD**

**Finance Committee Charter**

***Authority and Responsibilities***

* Provides financial oversight for the organization, including budgeting, financial planning, investment strategies, and monitoring internal controls and accountability policies.
* Works with management to develop annual operating and capital budgets for recommendation to the Board.
* On behalf of the organization, engages the accounting firm to complete the annual financial statements and serves as a liaison between the accounting firm and Board and management.
* Oversees the completion and timely filing of all applicable tax returns, including annual Form 990, and assures that all Board members have the opportunity to review Form 990 in advance of its filing.
* Guides Board and management review of compliance matters in connection with tax return reporting and accounting matters.
* Establishes, reviews, and updates the investment policy (as applicable) for approval by the Board.
* Reviews overall investment performance, asset allocation, and expenses of the organization’s various invested assets and periodically reports to the Board in connection therewith.
* On behalf of the organization assesses the performance of investment advisors and makes recommendation to the Board regarding any changes of investment advisors.
* Serves as a resource to management in connection with financial management issues and recommendations.
* Addresses any other matters that may be delegated to the Committee by the Board.