

**Finance Committee  
Committee Charter**



<b>Purpose</b>	The Finance Committee serves the Society through oversight of the AUGS and PFD Research Foundation budget to ensure sound financial practices.
<b>Ongoing Committee Activities / Committee Charges &amp; Strategies</b>	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> <li>• Provide review and oversight on a quarterly basis the review financial reports, investments, and records for AUGS and the PFD Research Foundation.</li> <li>• Provide guidance and due diligence on the preparation of an annual budget.</li> <li>• Provide guidance to the preparation and review of an annual audit.</li> <li>• Provide oversight and guidance on financials policies, including the AUGS and PFD Research Foundation investment policies.</li> </ul>
<b>Roles and Responsibilities</b>	<p><b>Chair</b></p> <ul style="list-style-type: none"> <li>• Serve as AUGS and PFD Research Foundation Treasurer.</li> <li>• Help structure agenda for meetings.</li> <li>• Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges.</li> <li>• Serve as the Board liaison to share updates from the Committee and to report back on relevant Board discussions.</li> <li>• Identify, mentor, and groom the next Chair of the Committee.</li> <li>• Assist with selection of committee members.</li> </ul> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Be prepared and actively participate in all conference calls and meetings.</li> <li>• Work on projects as delegated by the Chair.</li> <li>• Review financial statements and bring forward any questions or concerns.</li> <li>• Actively participate in the due diligence review of the budget review process.</li> </ul>
<b>Workgroups and Other Committee Relationships</b>	The Finance Committee also engages, as needed, with other AUGS Committees to assist with the development of the AUGS and PFD Research Foundation budgets. The Finance Committee reports directly into the AUGS Boards of Directors.
<b>Expected Commitment</b>	<p>The committee meets up to 8 times a year via conference call. Committee members are expected to review all agenda/materials prior to each meeting, attend the conference calls as scheduled.</p> <p>The estimated monthly time commitment is 1-2 hours.</p>
<b>Committee Composition</b>	The Finance Committee is composed of the Treasurer who serves as the Chair, 3 members at large from the AUGS membership, the PFD Research Foundation Vice Chair, and the AUGS Vice President.
<b>Committee Terms</b>	All members at large serve a one (1) year term and are eligible for reappointment for up to two additional consecutive terms (up to three years of service). Terms run November 1 – October 31. The Treasurer, Foundation Vice Chair, and AUGS Vice President all serve in conjunction with their term as Treasurer, Vice Chair, and Vice President, respectively.
<b>Selection/ Appointment</b>	Members at large are appointed by the AUGS Governance Committee with input from the Committee Chair. Committee member selections are approved by the Board.

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<b>Committee Requirements</b>	<p><b>Committee Members:</b></p> <ul style="list-style-type: none"> <li>• Express desire to serve with a special interest in Finance.</li> <li>• Desire to advance the mission of AUGS.</li> <li>• Ability to make the necessary time commitment.</li> <li>• Must be a Society member in good standing.</li> <li>• Ability to attend and actively participate in conference calls.</li> </ul> <p><b>Committee Chair:</b></p> <ul style="list-style-type: none"> <li>• Filled by AUGS Treasurer who also serves as Treasurer on the PFD Research Foundation Board.</li> <li>• Prior service on the Finance Committee is recommended.</li> <li>• MBA is preferred.</li> </ul>
<b>Committee Members</b>	<ul style="list-style-type: none"> <li>• Dobie Giles (Chair/Treasurer), 414-378-8981 cell</li> <li>• Tanaz Ferzandi (Vice President), 617-640-3968 cell</li> <li>• Heidi Brown (Foundation), 301-346-6371 cell</li> <li>• Jerome Yaklic, 937-239-3566 cell</li> <li>• Zaid Chaudhry</li> <li>• Geoffrey Towers</li> </ul>
<b>Staff Liaison(s)</b>	<p>Michelle Zinnert, AUGS Chief Executive Officer  <a href="mailto:Michelle@AUGS.org">Michelle@AUGS.org</a>          202-280-5027 (Cell)          301-273-0570, ext. 110 (Direct office line)</p>