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Church Council Manual

Section: Organization	Terms of Reference
Effective date: 2019-Aug-28	
Reviewed/revised date:	CT #07: Budget Committee

Reference

Bylaw 9. Duties of the Congregational Council, its Officers, and its Boards

Section 1. The Congregational Council shall:

- h. appoint such committees as may be necessary or advisable, such committees shall make reports to the Annual General Meeting;*
- l. review, approve, and recommend annually a budget to the Annual General Meeting of the Congregation, supervise the expenditure of funds, and ensure that the financial affairs of the Congregation are conducted efficiently;*

Section 5. The Treasurer shall:

- j. prepare an annual budget for the Congregational Council to review and present to the Annual General Meeting of the Congregation.*

Membership

- The Budget Committee chair shall be the Treasurer, and the Financial Secretary shall be a member.
- Other members may be appointed at the discretion of the Congregational Council.

Mandate

- The Budget Committee shall prepare an annual budget for the Congregational Council to review and present to the Annual General Meeting of the Congregation.
- Have at least one Budget Committee member attend each meeting of the Congregational Council until the draft budget is completed.
- Other tasks as assigned by the Congregational Council.

Reporting

- The draft budget presented to the Annual General Meeting of the Congregation is considered the Budget Committee's required report to the Congregation.