

NOACA FINANCE & AUDIT COMMITTEE CHARTER

- PURPOSE:** The Committee will aid in ensuring that the agency follows sound financial planning, accounting and administrative practices.
- GOALS:** The goals of the Committee are to:
- Ensure the agency maintains a strong and healthy financial condition
 - Ensure that agency funds are spent in an efficient and effective
 - Ensure that the allocation of agency funds best supports the NOACA mission
- ACTIVITIES:** The Committee will:
- Select outside auditors
 - Review and evaluates agency accounting and financial controls
 - Provide general financial oversight
 - Report annual audit results to the Board of Directors
- MEMBERSHIP:** Membership of the Committee consists of at least three Board members with the financial skill set necessary to accomplish the Committee's goals.
- REPORTING RELATIONSHIP:** The Committee reports to the Executive Committee.
- MEETINGS:** The Committee will hold regular meetings on a quarterly basis. Special meetings may be called as needed. A majority of Committee members shall constitute a quorum to transact business. The 2014 schedule is attached.
- AGENDA AND MINUTES:** The chair will be responsible for establishing agendas for meetings, which will be sent to committee members at least 7 days in advance of the meeting. Minutes will be approved by committee members at the following meeting.
- STAFFING:** Agency staff shall provide the Committee with administrative and technical support as directed by the chair.