

## Finance Committee Charter

The purpose of this committee is to collect membership fees, plant sale revenues and to pay vendors accordingly.

The committee shall consist of at least two Board members with signature authority for writing checks and debit card purchases. New checking, money market and CD accounts have been set up with TD Bank. Funds from the old GP and VF accounts have been transferred into the new account. Optimize checking, money market accounts, and CDs to maximize interest income.

Other duties include maintaining records, filing and paying sales tax via the mypath.pa.gov website, and filing the annual IRS return. We will also need to amend the GP vendor sales tax waiver to reflect dba Delaware Valley chapter of the American Rhododendron Society. A final IRS return will need to be filed for the VF chapter.

The committee will also create an annual budget to reflect the anticipated activities of the chapter.

(8/7/23)