

FINANCE AND INVESTMENT

COMMITTEE			
	<i>Name</i>	<i>Email</i>	<i>Preferred Phone</i>
Director in Charge	Jeff Vavruska	Jeffrey.Vavruska@lubrizol.com	
Chairman			
Member	Joanne Hull	joannemhull@gmail.com	
Member			
Member			
Ex-Officio	Kirk Lang	clevelandrowing@gmail.com	

Mission of CRF: The mission of Cleveland Rowing Foundation is to support, facilitate, and promote the sport of rowing and its benefits to the community through programs, events, and affiliated organizations.

Primary Purpose of Committee:

To oversee the financial management of CRF.

Scope – Responsible for:

1. Review monthly financial statements of CRF.
2. Create processes and procedures to ensure quality and timely financial management.
3. Review and ensure adequate compliance with established processes and procedures.
4. Create and recommend to the board the annual operating budget and capital planning proposal for the organization and its programs.
5. Review bank reconciliations, sales tax compliance, annual Form 990 and related reporting to the Ohio Attorney General’s office to ensure quality compliance
6. Review annual Forms W-2, 1096/1099, if any.
7. Review, renew and/or implement appropriate insurance policies for the organization’s programs, assets and risk management.
8. Consider any proposals and potential plans of CRF resources to make recommendations to the board.
9. Maintain and ensure timely fulfillment of the CRF Financial and Administrative calendar.

Goals – For 2014:

1. Work with Employment Committee to find a qualified bookkeeping person and/or team for the day-to-day bookkeeping needs of CRF.
2. Populate this committee.

Authority – Specifically Authorized to:

1. Develop methods and processes to maintain high quality financial management of CRF.
2. Conduct Finance and Investment Committee meetings.