

Finance Committee Meeting Minutes

PCR-NV-	Unit Name:
Date of Meeting:	
Location of Meeting:	
Name/Grade of Recorder:	

Finance Committee Members Attending:

Print Name:	Title:
	Chair / CC
	Finance Officer
	Member

Routine / Recurring Business: (Must be discussed / approved at least quarterly)

1) Approve previous Finance Committee meeting minutes:

Notes:

2) Review Cash Report provided by Wing for accuracy:

Notes:

3) Review Budget: (*Adjust if needed and be specific below*)

Notes:

4) Review and vote to approve or disapprove expenses needing Finance Committee approval:

Notes:

Old Business from Previous Meeting

1)

Notes:

2)

Notes:

New Business/ Other Matters Considered

1)

Notes:

2)

Notes: