

FINANCE COMMITTEE CHARTER

The Finance Committee shall consist of a chairperson and two (2) or more Members. The Treasurer of the Association shall serve as an *ex officio* member of the Committee. The Committee shall be appointed by the Board of Directors within thirty (30) days after each annual meeting of the Board and shall serve until succeeding Committee members have been appointed.

The Committee shall have no management powers or duties, other than those directed by the Board, and shall have no authority to commit or disperse funds on behalf of the Association. The Committee shall have the power to appoint subcommittees from among its membership, and may delegate to any subcommittee any powers, duties and functions.

The Committee shall elect a chairperson who will provide written summaries of the Committee's activities to the Board at the Board's regularly scheduled meetings. If any Committee activity requires Board approval, the chairperson shall submit a written request to the Board.

The Committee shall hold regular monthly meetings at least seven (7) days prior to the regularly scheduled monthly meetings of the Board. In order to accomplish its duties and responsibilities, the chairperson may call additional meetings, as needed, to review matters of interest to the Committee.

The Committee shall advise the Board on all matters pertaining to the financial affairs of the Association and shall perform or seek the performance of such other functions as the Board, in its discretion, determines. The duties and responsibilities of the Committee shall include, but are not limited to, the following:

1. Prepare an estimated annual budget for the Association, calculate the annual assessment to be levied against each Owner for the improvement, operation, and maintenance of the Common Area, and recommend approval to the Board at the regularly scheduled Board meeting in September of each year.
2. Prepare the Association's annual funding formulas for each component in the reserve accounts by analysis of estimated deferred maintenance expense or estimated replacement cost.
3. Prepare the Association's proposed Municipal Service Benefit Unit (MSBU) annual budget and recommend approval to the Board at the regularly scheduled Board meeting in January of each year.
4. Review and monitor the financial results as reported in the Management Company's monthly financial statements and ensure that relevant information is reported to the Board in a timely manner.
5. Review the status of actual results compared to the approved budget at every regularly scheduled Committee meeting. If spending in any category is projected to be more than 10% over budget, notify the Board and provide a variance explanation.
6. Provide guidance to the Landscaping and Maintenance Committees for preparation of recommended changes in their respective anticipated expenditures for the upcoming year.

**REVISION APPROVED BY THE BOARD OF DIRECTORS
JANUARY 22, 2009
THIS REVISION SUPERSEDES ALL PREVIOUS REVISIONS**