



# Charter Finance Committee

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## **Type**

Standing committee governed by Sacramento Natural Foods Cooperative (SNFC) Committee Policy.

## **Accountability**

As with any committee, the Finance Committee serves at the request and under the direction of the SNFC Board. The committee has no independent authority to direct the general manager or any co-op staff, or to commit any of the Co-op's resources.

## **Purpose**

Advise and support the Board by reviewing SNFC's financial position and making recommendations as requested by the SNFC Board.

## **Specific Duties**

In consultation with the Cooperator-in-Chief and Treasurer, advise the SNFC Board on financial matters related to:

1. The SNFC capital structure and any material changes to debt, equity and/or liquidity
2. Real estate and/or leasing activities of the SNFC
3. The SNFC capital budgeting process for any new projects materially outside the scope of normal operations with a focus including but not limited to:
  - a. Cost of capital calculation
  - b. Business expansion planning and budgeting
  - c. Capital structuring
4. Review and advise on financial reporting including but not limited to:
  - a. Audited annual financial statements
  - b. Quarterly financial reports and relevant ratios
5. Recommend to the Board the selection of an auditor for annual audit
6. Review the annual SNFC financial position for the purpose of recommending a patronage refund
7. Provide a recommendation to the Board on the payment of the Preferred Shares dividend
8. Such other duties and responsibilities as directed by the SNFC Board of Directors

## **Chair**

An SNFC Board Member as appointed by the SNFC Board of Directors.

## **Committee Composition**

The committee chair, an additional board member and between 2 and 4 other members. The Co-op's GM and Finance Controller shall serve as non-voting members of the committee.

## **Meetings**

The committee shall meet as often as necessary to fulfill its responsibilities, but not less than once per quarter.

## **Budget**

Included in the SNFC budget as approved by the Board of Directors.