

OFDDA POLICIES

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ADOPTED: X **DRAFT:**
EXECUTIVE BOARD X

POLICY ON BUDGET COMMITTEE

1.0 **PURPOSE**

The purpose of this Policy is to establish a Budget Committee.

2.0 **SCOPE**

This Policy applies to all persons directly or indirectly associated with the Oregon Fire District Directors Association.

3.0 **GENERAL PROVISIONS**

To maintain a standing committee which will develop, review, and recommend for adoption expenditures of revenues to the Board of Directors of the Oregon Fire District Directors Association.

3.1 The Committee

3.1.1 Shall consist of Executive Board members.

3.1.2 Chair shall be the Second Vice President of the OFDDA.

3.2 Duties of the Chair

3.2.1 Call [additional] Budget Committee meetings as may be necessary.

3.2.2 In the absence of the Chair of the Budget Committee, the Past President will conduct the meeting.

3.3 Duties of the Committee

3.3.1 Operate under a fiscal year extending from January 1 to December 31 of each year.

3.3.2 Determine sources of revenue for the fiscal year.

3.3.3 Establish an operating budget for the fiscal year for review by the OFDDA Board of Directors prior to Annual Conference.

3.3.4 Present budget at the Annual Conference for adoption by the membership.

3.3.5 Review the policy statement each year and make recommendations for revision to the Policy Committee.

Note: On September 26, 2009, the Board of Directors, by consensus and with legal counsel present, agreed to void this policy since the President may appoint a budget committee at any time as deemed necessary.