

**AFFINITY HEALTH PLAN  
BOARD OF DIRECTORS**

**Finance Committee**

**A. Purpose**

The role of the Board Finance Committee is to 1) develop and recommend for Board approval financial policies for the Corporation, 2) oversee and monitor the financial performance of the Corporation against those policies, and 3) periodically report to the full Board on the financial condition of the organization.

**B. Composition and Meetings**

1. The Finance Committee shall be composed of the Plan’s Treasurer, who shall serve as Committee Chairperson, the CFO, and two (2) or more Board members to be designated by the Board. *(In By-Laws)*
2. The Committee shall meet on a quarterly basis.
3. Committee members shall be appointed by the Board of Directors at the Annual Meeting.
4. The CFO shall staff the Finance Committee.

**C. Duties**

1. Develop and recommend for Board approval policies related to the Corporation’s financial condition, budget, investments, and reserves. *(In By-Laws)*
2. Review monthly financial reports submitted by the CFO to ensure compliance with Board-approved policies. *In By-Laws)*
3. Review the annual operating and capital budgets prepared by staff to ensure compliance with organizational policies and strategic focus, and recommend a budget to the Board for approval. *(In By-Laws)*
4. Recommend for Board approval the certified public accountant to be retained as independent auditor.
5. Recommend the annual audit and management letter from Affinity’s independent auditor, and report to the Board on the audit and management’s response thereto.
6. Recommend for Board approval the amount of funds to be allocated to the Plan’s reinvestment activities, including the Primary Care Reinvestment Program.

Board Adoption:	Date:
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