

Committee Chairman/spokesman reports to the Aerie floor if such requests are approved or not, and the Aerie votes thereafter. Aerie members are reminded that despite the usual practice of voting along with any committee's recommendation, members are entitled to vote against any such recommendations.

While the Board of Aerie Trustees present a monthly Profit and Loss Statement to the Aerie floor for approval, the Finance Committee should retain copies of these reports and during his report to the floor, the Finance Committee's spokesman should alert the Board of Trustees of any unprofitable ventures occurring in the Aerie as a whole. The Trustees are then to focus upon taking steps to remedy the loss to the Aerie, if possible (required by the Aerie Financial Officer's Handbook). Should a venture or activity continue to be unprofitable, the Finance Committee may recommend at any time the discontinuation of said venture, and the Aerie membership shall decide the matter by vote.

If, like Grand Aerie, the Local Aerie had a capital budget approved by the General Membership at the start-of-term General Meeting<sup>1</sup>, then the Finance Committee should track the totals of budgetary expenditures as the months of the term progress. Budgetary deficits must be both announced by and approved by the Finance Committee before such bills are to be voted for payment.<sup>2</sup>

#### **Vacancies/Substitutions:**

If substitutes serve at a meeting for one of the Committee, any spokesman would have polled the three members as to their decisions regarding the issues, and report the approval. It is not the officers' positions that belong to the Committee, but the Brothers themselves, thus if any of the officers resign or lose their office, they retain membership on the Finance Committee for the balance of the term, unless that position is also resigned.

#### **Conclusion:**

The Finance Committee protects the Aerie and its funds from bills invoked by individuals and individual causes that do not further the Aerie's functionality, social purpose or public reputation. It must keep on hand records regarding the Aerie's planned projects for the current term, as well as for any long-term goals.

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<sup>1</sup> Required by Part 6, Section 56 of the BRITISH COLUMBIA SOCIETY ACT.

<sup>2</sup> Since a capital budget is the only budget that can be legally authorized by the voting members present at a Grand Aerie Convention, and a capital budget at the Provincial/State Aerie level must also be presented for approval at the annual Convention for the **ensuing** term, the same practice is therefore the only authorized practice at the Local Aerie level. Local Aeries are not authorized to spend a sum of money during the term and then establish a capital budget. Local Aeries without a budget approved at a General Meeting are limited to conducting business from their balance sheet and should make efforts to raise money specifically for any projects incurred during that term of office.

**Aerie Phone:  
604-859-5405**

**Aerie Fax:  
604-859-5117**



**1 January**

**2006**

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## AERIE APPOINTMENTS

# THE FINANCE COMMITTEE

*Compiled by the Past Presidents of Aerie 2726*

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Abbotsford

Fraternal Order of Eagles

Aerie 2726

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## **Constitutional Definition**

**Section 101.1.** A Finance Committee consisting of three (3) members in good standing is hereby created in each Aerie. The members thereof shall be appointed at the beginning of each term, and they shall serve for terms of one (1) year and until their successors are appointed.

(a) It shall be the duty of the Finance Committee to examine all bills of account and evidences of indebtedness of the Aerie, pass upon their validity and correctness, recommend their payment or rejection, and present them to the Aerie for final action; it shall require that all regulations of the Aerie relating to sick and funeral claims are adhered to by the Aerie, review all such claims as to their validity, require such additional proof from the claimant as may be deemed necessary on questionable claims, recommend the approval or rejection of all claims and present them to the Aerie for final action.

**The Worthy President of the Aerie, while he does appoint the Finance Committee, is not authorized to change the membership of such “Finance Committee,” and may appoint new members to such Finance Committee only when a vacancy properly occurs thereon. (Opinion No. 581)**

**Section 110.5.** No debt shall be contracted, except for the current expenses of the Aerie, unless such debt shall have been authorized by a vote of the Aerie, at a regular meeting, and no claim of any kind against the Aerie, including claims for current expenses, shall be paid, unless the bill for such claim shall have been presented to the Aerie, shall have been referred to the Finance Committee for its approval or rejection, and shall have been authorized by a vote of the Aerie.

## **Conflicts of Interest**

It may be considered a conflict of interest for the Finance Committee to be composed of any members that submit bills to the Aerie for payment. Constitutionally, such individuals would include Trustees, Committee Chairmen or Event Chairmen (who handle money and submit it to the Aerie Secretary). The requirement for eligibility of appointment, therefore, would be those members or officers who will not serve in those capacities. One prime choice, since he is seldom given any other chairmanship than Membership (whose committee budget is established at the General Meeting at the beginning of the term and thus approved by the General Membership of the Aerie), would be the Brother who serves as Worthy Vice-President. Another prime choice, since he is often only given the responsibility of the Memorial Service (on a selected Sunday sometime during the term), is the Brother who serves as the Worthy Chaplain. A final prime choice would be the Brother who serves as the Worthy Conductor, who normally holds only the responsibility for all Ritualistic paraphernalia.

Although non-officers may be appointed to a Finance Committee, the advantages of choosing the above named officers are that all three are present for all meetings held by the Aerie, thus providing a consistent attendance of the Committee, further saving the Worthy President from finding three other such individuals who will always attend. In cases where one of these officers have a bill or invoice to submit,

another Brother from the respective committee can present it, and the officer in question can defer the majority approval to the other two Finance Committee members.

## **Process**

Before the opening of the meeting, the Finance Committee can easily review all unpaid bills currently held by the Aerie Secretary, and can discuss and decide upon their authorization or rejection. Many Aeries incorrectly have the list of bills read to the Aerie floor by the Aerie Secretary and subsequently have some member in the room move and second the payment of them. The Finance Committee Chairman/spokesman should move the acceptance of the bills to be paid, and the Worthy President should immediately call for any discussion or question, and then proceed to the vote as normal.<sup>3</sup>

As in the case of any committee of the Aerie, its recommendation is not enough for the desired action to be taken – the membership present at the meeting must approve by majority vote the Finance Committee’s recommendation to pay the bill(s). This exemplifies yet another of the checks and balances in place regarding Aerie business: no Committee can authorize any action, it can only recommend.

**Note:** One area of confusion in this last regard occurs in relation to Aerie Trustees. Aerie Trustees do not compose a committee, they compose a ‘board’, which under Robert’s Rules of Order (Sections 1 and 49), is defined as a specific group having been assigned particular functional authority over designated areas of business or activity. Examples of such Aerie Trustee authorization is the duty of hiring and firing employees, making sure hall and banquet activities are operating at a profit, conducting emergency repairs between Aerie Meetings, and so forth. The authority granted the Board of Trustees, as defined by the Aerie By-Laws, does not authorize spending Aerie funds except in the case of emergency repairs. All other expenses must be authorized by the Finance Committee and then the Aerie floor **before** the funds can be spent.

In addition to the review of bills, the Finance Committee also recommends or approval/rejection of requests for charitable donations made by members and by organizations in the community. As with the process of bill approval, such

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<sup>3</sup> As with reports from any Committee that consists of an obvious membership of more than only its Chairman – such as with reports or motions from the Board of Aerie Trustees – such motions are considered automatically seconded (as per Robert’s Rules Section 4: Motions).