

**MARYLAND SCHOOL NUTRITION ASSOCIATION
DUTIES AND RESPONSIBILITIES OF
SPECIFIC EXECUTIVE BOARD COMMITTEE**

Budget Committee

Purpose – To project a budget of income and expenditures for the operation of the Association during a fiscal year.

Responsibilities:

1. Consists of the treasurer, as Chairperson, and the executive committee.
2. Give counsel upon any and all financial matters affecting the Association if so requested by any of its governing bodies, committees or affiliated chapters.

Activities:

1. Draft a budget of income and expenditures through the date of the next fiscal year (July 1 through June 30), starting with the convention budget as projected, including income and expenses
2. Chairperson submits the draft budget to Executive Board at the early summer Executive Board meeting.