



Ronald McDonald House Charities of Madison, Inc. BOARD FINANCE & INVESTMENT PLANNING COMMITTEE (2022)

1.19.22

Chair: JoAnne Vaccaro & Jason Speich

Board Members: Nick Shutwell, Jason Speich, JoAnne Vaccaro

Investment Advisory Community Members: Annette Hellmer, Bill Shager, Patrick Rindfleisch, Patrick Ryan, and Steve Ritt

Ex officio: Exec. Director, Kelly Ruppel & Business Manager, Nanette Thompson

Purpose:

Review and monitor monthly and annual financial health of the organization. Provide internal control oversight and responsibility as directed in financial and accounting policies. Provide insight and thought partnership to the Executive Director on budgetary and financial processes, procedures, or concerns.

Guide and direct the organizations investment portfolio decisions alongside the money managers, Morgan Stanley, and Madison Investment Advisors. Ensure investment strategy is in line with the Investment Policy of the Board and adequately takes into account the needs of the organization for future sustainability, risk management, and current program needs for investment distribution as needed.

Membership Structure: Two to eight members, including the chair. The Board Treasurer should be on the Committee and is recommended to be the Chair. At least 1/3 of the full committee will be directors. Preferably, there will be at least one community member on the committee. Executive Director is an Ex Officio member of this committee and does not count in the membership count. Members of the committee are approved by the full board.

Meeting Schedule: The first month of each quarter, third Wednesday of the month, 8:00 – 8:45 am Investment Committee and 8:45 to 9:30 Finance Committee. This may change as needed by the Committee Chair. The Business Manager will send all financial statements monthly to members of the Committee.

Major Responsibilities:

1. Monitor and review financials to implement internal control requirements
2. Review and provide feedback on the annual budget and budgeting process
3. Review year end audited financial statements, meet with auditors, and monitor implementation of corrective action should any findings result in the audit (none noted as of 2020)
4. Monitor and direct the investment strategy of the RMHC Portfolio

Goals and Objectives for 2022

1. Implement new ways of Committee work to support the budgetary and financial reviews and controls of the current year in Q1 and through Q4
 - a. Identify new ways of working within reviews of the Cash Flow Statements
2. Implement year end procedures for review with the auditors for 2021 in Q2
3. Implement new investment strategy through Q1 and monitor through Q4



4. Revisit and update any changes to the Board's Investment Policy by Q3

Measures of Success

1. Review 2022 Budget in Committee in January 2022 and 2023 Budget in draft in Q4
2. Build in the review process for Cash Flow Statement by Q2
3. Meet with the auditors regarding 2021 audited financials by Q2
4. Complete Investment Committee Advisory review of new investment strategy implementation by Q2
5. Update Investment Policy by Q3