



Charge:

The Finance Committee is comprised of five members appointed by the Board of Trustees. The charge of the Finance Committee is as follows:

- Consult with the chair, vice-chair and executive director on the detailed design of the State Bar's budget development cycle and work with the executive director and chief financial officer to vet the proposed budget.
- Work with the executive director and chief financial officer to vet any midyear updates or proposed changes to the budget before presentation to the Board. Recommend to the Board any amendment to the adopted budget.
- Ensure that the financials are thoroughly reviewed on a quarterly basis; monitor the State Bar's performance relative to the budget; and ensure that appropriate actions are taken to address any material variances to the budget.
- Ensure as part of the annual operational planning/budget preparation process that a department-by-department fiscal review is performed to evaluate budget projections.
- Develop and adopt a Finance Committee Work Plan for approval by the Board Executive Committee.
- Comment and advise, when requested by the Board of Trustees or the executive director, on fiscal decisions that impact the State Bar.
- Perform such other functions relevant to the Finance Committee's subject area as the Board of Trustees may from time-to-time assign.

WORK PLAN	DEADLINE	TO BOARD EXCOMM (Y/N) / DATE	STRATEGIC PLAN GOAL	STRATEGY	IMPLEMENTATION STEP
Annual review and approval of Investment Policy and other finance policies, as needed	February 2025	February 2025	None – Compliance	N/A	N/A
Recurring – Participate in annual budget process a. Review preliminary budget proposal b. Approve 2025 final budget	February 2025	February 2025	None – Compliance	N/A	N/A
Recurring – Participate in midyear budget review and approval	September 2025	September 2025	None – Compliance	N/A	N/A
Recurring – Quarterly review and approval of financial reports a. 2024 Q4 Financial Statements (FS) and Investment Report b. 2025 Q1 FS and Investment Report c. 2025 Q2 FS and Investment Report d. 2025 Q3 FS and Investment Report	a. February 2025 b. May 2025 c. September 2025 d. November 2025	a. March 2025 b. May 2025 c. September 2025 d. November 2025	None – Core Business Operations	N/A	N/A
Annual – Report of debt collections efforts	May 2025	May 2025	Goal 1 – Protect the Public by Strengthening the Attorney Discipline System	Effectiveness	Secure additional funding for the attorney discipline system
Effectively and efficiently launch the one-time debt collection Fresh Start Settlement Program (f/k/a Offer and Compromise Program) that will run throughout 2025	February 2025 – December 2025	No	Goal 1 – Protect the Public by Strengthening the Attorney Discipline System	Effectiveness	Secure additional funding for the attorney discipline system

WORK PLAN	DEADLINE	TO BOARD EXCOMM (Y/N) / DATE	STRATEGIC PLAN GOAL	STRATEGY	IMPLEMENTATION STEP
Recurring – Review and monitor the financial implications of policy and program initiatives of the Board and its subentities	Ongoing	Ongoing	None – Core Business Operations	N/A	N/A