**Vice-President of Finance (Phil Minarik)**

Key Objectives in area of responsibility: Support achievement of chapter goal and objectives. Provide financial guidance to all committees and teams that are generating and spending funding from the organization.

Primary BOD Partnerships: President, Membership; Professional Development; Technology & Social Media; Marketing& Communications.

Key Strategies and Tactics/Activities to support achievement of Chapter Goal & Objectives:

* Support board member and SIG initiatives
* Provide monthly statements to the BOD on the financial health of ROC ATD
* Coordinate with the president in the CORE requirements required by National ATD
* Maintain sales tax reporting process and federal mandated reporting to the IRS.
* Provide to the general membership a yearly accounting of funds generated and spent
* Develop and maintain strategic relationships and sponsors within the community (e.g. St. John Fisher College, Roberts Wesleyan College)
* Set the requirements and stewardship of financial resources
* Work with all committees and VPs to develop chapter sponsor opportunities and recruit sponsors to help support/fund chapter activities.
* Recruit 1-2 committee members and help develop BOD succession plan.