

**American Chemical Society  
2023 Committee Information Sheet**

**PLEASE NOTE:** In the event of governance meetings taking place virtually or hybrid, guidance on the meeting schedule and reimbursement of expenses will be determined by the Committees who have purview over these areas.

<b>Committee</b>	Committee on Budget & Finance (B&F)
<b>Type</b>	Society Committee (Appointed by the President and Board Chair)
<b>Mission Statement</b>	<p>(i) acting for the Board of Directors in implementing financial policies and other broad financial actions within established budgets, and in undertaking specific action delegated to the Committee as delineated in the Regulations of the Board of Directors;</p> <p>(ii) assisting the Treasurer of the SOCIETY in the review and preparation of budgets;</p> <p>(iii) studying and making recommendations to the Board of Directors on the allocation of funds to the various areas of activity of the SOCIETY;</p> <p>(iv) receiving and reviewing requests for funding of new and unbudgeted items, recommending approval or disapproval of the requests, and suggesting and identifying sources of funds if the request is to be approved;</p> <p>(v) monitoring the rate of all expenditures in order to identify any emerging problems;</p> <p>(vi) studying all activities supported by the budget and recommending to the Board of Directors and Council, as appropriate, an order of priorities, including termination of programs, based upon determination of costs and effectiveness; and</p> <p>(vii) reporting to Council the amount of the allocation from dues revenue to the official organ of the SOCIETY.</p>
<b>Normal Meeting Schedule</b>	<p>Three to four times per year</p> <ul style="list-style-type: none"> <li>• Semiannually, on Saturday at each (spring and fall) meeting prior to the meeting</li> <li>• Via Webinar (if needed)</li> <li>• In December prior to the Board of Directors' meeting</li> </ul>
<b>Reimbursement Policy</b>	<p>The Councilor reimbursement program provides funds for members, associates and consultants who are Councilors. Full committee members are reimbursed for all three meetings.</p> <p>Non-councilor members, associates and consultants are also reimbursed for travel expenses incurred to attend the three committee meetings.</p>
<b>Staff Liaison</b>	<p>Neil Pal, Sr Dir Finance Tel: 202-872-4429 Email: n_pal@acs.org</p>
<b>Committee on Committees Liaison</b>	Diane Krone