

	<b>FMCA POLICIES AND PROCEDURES</b>	INDEX NO. <b>2007/A</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>FMCA Budget Resolution</b>	EFFECTIVE <b>8/10</b>	SUPERSEDES <b>7/08</b>
	SPECIAL DISTRIBUTION		

**POLICY**

The Governing Board adopts the annual budget.

**PROCEDURE**

For the contested line items of the annual budget not adopted by the Governing Board during the annual Governing Board Meeting, this procedure shall be followed to insure that FMCA has a complete budget for the next fiscal year.

1. When every reasonable effort has been exhausted by the Governing Board to adopt the Annual Budget during the Governing Board Meeting, the non-contested items of the budget shall be adopted by the Governing Board.
2. The Governing Board shall commit (refer) the contested line items of the Annual Budget back to the Finance Committee with recommendations.
3. The recommendations shall state the action/change expected in the line items.
4. The Finance Committee will work to resolve the contested budget line items.
5. The Finance Committee’s recommendation for the contested line items shall be sent to the Executive Board for review and approval within 21 days following the Governing Board Meeting.
6. The Executive Board shall resolve any remaining issues and approve the proposed budget line items within 21 days following receipt of the Finance Committee’s recommendation.
7. The Executive Board shall cause a ballot to be mailed to the Governing Board to adopt the contested line items of the budget.
  - A. The recommendation of line items shall clearly indicate the original line item and the revisions.
  - B. The mail balloting shall follow FMCA Policies and Procedures #2015, Governing Board Voting Procedures.
  - C. Adoption shall be 50% + 1 of those ballots received in the allotted time.
8. Until the tabulation results are returned, the contested line items shall be set to the last full year’s actual value.
9. If not adopted, all unresolved line items shall be set to the last full year’s actual value and the Budget shall be considered adopted for the next fiscal year.