

Minutes of Finance Committee Meeting on April 28, 2022

Meeting called to order at 1:02

Participants – Megan Alpaugh (Facilitator), Cheryl Martin (Chair), Wilf Froese (Secretary)

Terms of Reference discussion

- Updates suggested at the last board meeting noted.
- Annual goals for the current year will be a separate document. We will include goal, status, target completion date and actual completion date. This will be updated as needed and will be available on the board portal.
- Timeline and meeting dates will be a separate document and be available on the board portal.

Budget item of note

- Federal Grant – We are approved for \$45K for the Canada Summer Jobs program. We had budgeted \$30K. This program lets us hire up to 9 students. Yay!
- The finance committee will present extraordinary +/- budget items in the meeting minutes.

Financial Management Policy document

- Megan presented the template that Deb McClelland distributed at a governance seminar last week.
- Committee members will review the template and bring notes and ideas to the next finance committee meeting.

Meeting adjourned at 1:27pm

Next meeting June 23, 2022 at 1pm via Zoom.