

## **FINANCE COMMITTEE**

**Minutes of February 3, 2015**

### **CAPE National Office**

PRESENT: N. Giannakoulis (Chair)      C. Vezina (Acting Executive Director of Operations)  
          A. Butler                                S. Wensink (Finance Officer)  
          A. Picotte                              M. Courty (Payroll & Accounting Assistant)  
          E. Tremblay (President)

Apologies: C. Danik (Executive Director of Policy), K. Chao.

The meeting commenced at 4:25 PM

**1a. Approval of Agenda**

Moved by E. Tremblay and seconded by N. Giannakoulis:

“That the agenda be approved”

In favour = 4;    Against = 0;    Abstention = 0    **Carried unanimously**

**1b. Minutes of December 1, 2014**

Moved by A. Picotte and seconded by N. Giannakoulis:

“That the Minutes of December 1, 2014 be approved”

In favour = 2;    Against = 0;    Abstention = 2    **Carried unanimously**

**1c. Financial Statements for November 2014**

Moved by A. Picotte and seconded by E. Tremblay:

“That the Financial Statements for November 2014 be approved.”

In favour = 4;    Against = 0;    Abstention = 0    **Carried unanimously**

**1c. Financial Statements for December 2014**

Moved by A. Picotte and seconded by E. Tremblay:

“That the Financial Statements for December 2014 be approved.”

In favour = 4;    Against = 0;    Abstention = 0    **Carried unanimously**

**2a. Non-Membership Dues Revenues**

Johnson reimbursed CAPE the money that was owed and Service Plus has been implemented.

- 3a. **Follow up of Finance Committee recommendations**  
Alex Butler was appointed to the Finance Committee by the NEC and accepted the position.
- 3b. **NEC – Financial decisions**  
Three months of salary for N. Giannakoulis was approved in order for him to complete the mandate that was given by the NEC.
- 3c. **Taxation Issue**  
Cheques were made and sent out for employees who agreed with the voluntary disclosure process. The next step is to wait for the reassessments and find out what the interest and penalties are.
- 3d. **Date of LLC Consultation of Budget**  
N. Giannakoulis indicated that the summary was given to the LLC and a meeting will be held soon. N. Giannakoulis specified that he will get more information at the meeting.
- 3e. **Telephone System**  
N. Giannakoulis indicated that two quotes were maintained but him and I. Borré will need to talk and discuss more on this topic.
- 3f. **Service Agreements**  
No discussion was held on this topic.
- 3g. **MBM**  
A tentative date was scheduled for a day in June 2015.
- 4a. **Statement of Financial Position**  
The statement of Financial Position was reviewed.
- 4b. **Monthly Cheques – November 2014**  
The monthly cheques for November 2014 were reviewed.
- 4c. **Monthly Cheques – December 2014**  
The monthly cheques for December 2014 were reviewed.
- 4d. **Business luncheons**  
A lunch meeting was held on November 18, 2014 for the purpose of bargaining strategies and the CAPE mobilization coordination project.
5. **Confirmation of next meeting and adjournment**  
The next Finance Committee meeting is scheduled for March 3, 2015.

**The meeting adjourned at 5:40 PM**

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Date

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N. Giannakoulis  
Chair