

FINANCE COMMITTEE

Minutes of May 5, 2015

CAPE National Office

PRESENT: N. Giannakoulis (Chair) E. Tremblay (President)
 A. Butler S. Wensink (Finance Officer)
 C. DesRochers M. Courty (Payroll & Accounting Assistant)
 S. Maguire L. Griffin (Procurement Coordinator)
 A. Picotte

Apologies: C. Vezina (Acting Executive Director of Operations), I. Borre (Acting Manager of Administrative Services), K. Chao

The meeting commenced at 4:10 PM

1a. Approval of Agenda

Added 3g – Meeting Times

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

“That the agenda be approved, as amended”

In favour = 6; Against = 0; Abstention = 0 **Carried unanimously**

1b. Minutes of April 9, 2015

N. Giannakoulis indicated to change 3e to reflect a better approximation of the monthly amounts.

Moved by A. Picotte and seconded by S. Maguire:

“That the Minutes of April 9, 2015 be approved, as amended”

In favour = 5; Against = 0; Abstention = 1 **Carried unanimously**

1c. Financial Statements for March 2015

Moved by A. Picotte and seconded by S. Maguire:

“That the Financial Statements for March 2015 be approved.”

In favour = 6; Against = 0; Abstention = 0 **Carried unanimously**

2a. Non-Membership Dues Revenues

E. Tremblay will follow up with P. Lebel with regards to this item.

3a. Follow up of Finance Committee recommendations

There were none.

3b. NEC – Financial decisions

There were none.

3c. Taxation Issue

N. Giannakoulis indicated that Revenu Quebec decided to go back 3 years and Revenu Canada decided to go back 6 years.

3d. Telephone System

Removed.

3e. Service Agreements

Removed.

3f. Tracking Expenditures vs Expected Results

To be discussed further.

4a. Statement of Financial Position

The statement of Financial Position was reviewed.

4b. Monthly Cheques – February 2015

The monthly cheques for February 2015 were reviewed.

4c. Monthly Cheques – March 2015

The monthly cheques for March 2015 were reviewed.

4d. Business luncheons

There were none.

5. Confirmation of next meeting and adjournment

The next Finance Committee meeting is scheduled for June 2, 2015.

The meeting adjourned at 5:25 PM

Date

N. Giannakoulis
Chair