

FINANCE COMMITTEE

Minutes of April 9, 2015

CAPE National Office

PRESENT: N. Giannakoulis (Chair) E. Tremblay (President)
 K. Chao C. Vezina (Acting Executive Director of Operations)
 C. DesRochers I. Borre (Acting Manager of Administrative Services)
 S. Maguire S. Wensink (Finance Officer)
 A. Picotte M. Courty (Payroll & Accounting Assistant)

Apologies: A. Butler

The meeting commenced at 4:15 PM

1a. Approval of Agenda

Moved by E. Tremblay and seconded by K. Chao:

“That the agenda be approved”

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

1b. Minutes of March 3, 2015

Moved by E. Tremblay and seconded by K. Chao:

“That the Minutes of March 3, 2015 be approved, as amended”

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

1c. Financial Statements for January 2015

Moved by E. Tremblay and seconded by K. Chao:

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

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

1d. Financial Statements for February 2015

Moved by E. Tremblay and seconded by K. Chao:

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

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

2a. Non-Membership Dues Revenues

A message will be sent out to members with regards to Service Plus, indicating that a contest will be held for members who sign up. Service Plus will be paying for the prizes.

3a. Follow up of Finance Committee recommendations

There were none.

3b. NEC – Financial decisions

There were none.

3c. Taxation Issue

N. Giannakoulis indicated that it is moving along well and nearing completion.

3d. Telephone System

N. Giannakoulis indicated that him and L. Griffin continue to look into getting quotes and will get back to the Finance Committee.

3e. Service Agreements

N. Giannakoulis mentioned that a quote from UnionWare for a new database indicated that it would be approximately \$75,000 for a similar database or approximately \$150,000 to have grievance tracking and more modules included. Maintenance fees would be approximate \$1,800/month for basic modules and \$3,800/month for more modules.

4a. Statement of Financial Position

The statement of Financial Position was reviewed.

4b. Monthly Cheques – February 2015

Tabled.

4c. Business luncheons

There were none.

5. Confirmation of next meeting and adjournment

The next Finance Committee meeting is scheduled for May 5, 2015.

The meeting adjourned at 4:40 PM

Date

N. Giannakoulis
Chair