



INTERIM FINANCE COMMITTEE MEETING

Meeting Minutes

Date: October 19, 2023

Time: 1:00 PM to 4:00PM

Location: Microsoft Teams

Present: **Members:** Camille Awada (President), Scott Crawford (Vice-President EC/LoP/OPBO), Granda Kopytko, André Picotte (Vice-President TR)

Staff: Mark Courty (Payroll and Accounting Officer), Sharon Salter (Director of Finance), Jean Ouellette (Executive Director), Stéphanie Cousineau (Admin)

Regrets: Andriy Okladov (Chair)

Topic
1:00PM Meeting quorum reached. S. Crawford has been asked to act as Chair in A. Okladov's absence. CAPE Statement on Harassment is known by the committee therefore, not deemed necessary to read. J. Ouellette accepts the role for Anti-harassment Resource Person for the meeting.
1. <u>Approval of Agenda</u> a. C. Awada moves to approve the agenda. Agenda approved unanimously.
2. <u>Approval of Minutes from September 25th, 2023</u> <i>Deferred to next meeting.</i>
3. <u>Review Cheques over \$500 for September 2023</u> <i>Meeting moves 'In-Camera' to review September 2023 Cheques over \$500.</i> <i>A. Picotte joins the meeting.</i>
4. <u>Review and approval of the September 2023 Financial Statements</u> a) C. Awada moves to approve the September 2023 Financial Statements, seconded by G. Kopytko. In favour = 4 Against = 0 Abstention = 0 Carried



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5. Finalize 2024/2025 Budgets- discuss feedback from MBM

S. Salter had two takeaways from the MBM:

1. Consultants' fees (Line 9.2)- Amount set at 500k.
2. Suggestion of revisiting the number of members we budget on.

C. Awada moves to present the final budget to the NEC, seconded by A. Picotte. Motion approved unanimously.

6. Defense Fund Focus Groups: Briefing Note.

Briefing notes passed around for reading purpose only.

7. Roundtable

Nothin to discuss.

8. Confirmation of next meeting and adjournment

- a. Motion to adjourn meeting at 1:30pm.
- b. Next meeting scheduled for November 16th 2023, at 1:00pm.