

Finance Committee Minutes February 2nd, 2021 @ 4pm

Stephen, Lil, Sherri (Plastino's office), Dom & Jennifer

Via Zoom

Sherri reviewed December Financial Statements. 3 payroll periods in December resulted in the increase in HOOPP contribution. Sherri needs a signature for a CRA update, she will send to Stephen to sign.

4:25pm Sherri left the meeting.

-discussion around surplus spending

-RRSP's for staff, donate to Covid-19 supplies, purchase equipment

-discussion regarding investment options

-contract with bookkeeper expired in 2020. Jenn asked and received confirmation from Plastino's office that they will keep the price the same until year-end 2023

-Terms of Reference comments and changes

-capital expansion report, MoH is aware of the need for an increase in permanent funding to accommodate the increased cost of a new location

5:18pm Lil left due to a conflict of interest

-discussion on limitations of a 'donation' to SAH for Covid-19 supplies (assessment centre requirements, vaccination centre requirements)

Task	Responsible	Due
-transfer \$150,000 to TD for 3 months locked in @ 0.35%	Jenn	Feb 5
-double check lowest balance option for savings account	Jenn	Feb 5
-accept changes for Terms of Reference and send to committee (final decision of acceptance by the Board)	Jenn	Feb 3
-ask current auditor to provide a quote for a possible extension for 2 years (final decision by the Board)	Jenn	Feb 5
-ask for Board approval on the extension of bookkeeper's contract	Dom	Feb 8