

Algoma

Nurse Practitioner-Led Clinic

Finance Committee Meeting Minutes

Date: November 15, 2024

Attendees: Sherri Reynolds, Stephen Hussey, Valarie Alliet, and Dominic Noel

Regrets: Ryan McLeod

Review of Financial Statements for September and October 2024.

Items of note as follows:

1. September's financials show regular funding. Interest income is the other income listed.
 2. Payroll costs were down due to subcontractors who were off for the month.
 3. There was no change in benefits
 4. Professional fees include memberships and bookkeeping costs.
 5. Travel and PD had some expenses for employees this month.
 6. General overhead was similar to previous months.
 7. There was no change in insurance costs
 8. Equipment is the security fees for ATS.
 9. IT was the usual costs from Zoom, QHR, Brooks Creative House, and Algoma Business Computers.
 10. Premise costs are the usual rent and cleaning and storage costs.
 11. September's finances are \$13,354 ahead.
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1. October's Financials show the same income and the \$473 is interest income.
 2. Payroll was increased a bit but there is nothing concerning with the costs.
 3. Benefits remained the same.
 4. Professional fees were increased due to bookkeeping fees that were not charged for previous ASRER reports.
 5. There are some Professional Development fees this month but nothing of concern.
 6. General Overhead is normal fees. There were some additional board meeting expenses this month.
 7. There are no changes to insurance costs.
 8. IT includes regular monthly fees and some extra payments to Algoma Business Computers.
 9. Premise costs remain the same.
 10. Dominic wants to be as close to \$5,000 surplus but up to \$10,000 is an acceptable range. The clinic has a wish list and hopes to provide RRSP's for the team.

Next Meeting: December 13, 2024, at 9:30am.

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