**Lanark County Community Justice**

**Finance Committee Meeting**

**MINUTES**

**Tuesday October 13th, 2021, at 10:30 a.m.**

**Present by ZOOM:** David Burkett, Ross Dickson, Aisha Toor, Joellen McHard, Katie Pomeroy

**Agenda Review:** approved

**Minute taker:** Ross

**Minutes, August 9th, 2021:** approved

**Business Arising from Past Minutes:**

- Carole Fuller to apply for CEWS on our behalf up to period 20.

- Katie will get the CRA web access code for LCCJ so Joellen can apply for the CEWS in the future.

**Funding Updates**

**-** MCCSS: Quarterly reports are now done on-line through the Transfer Payment Ontario Network (TPON), A new version of Acrobat was purchased to allow reading and modifying TPON PDFs. Submitted updated Insurance, 2020/21 financials and 2020/21 Stats. Also, the 2021/22 budget was entered on TPON and all supporting documents.

- United Way: Funds to Sept have been received. Program extended to June 2022. An interim report will be due in January.

- County of Lanark: Joellen will apply for 3-year funding for parenting program

- PDCF: final Restorative Families report in progress, due Oct 31, 2021. An application for next year is in progress, due Oct 29, 2021.

- Ontario Trillium Foundation: Joellen has been unable to find a qualified person to teach best practices for delivering restorative justice forums online, and is concerned that enough facilitators will register. It was suggested she see if the restorative justice agency in Waterloo knows of anyone with the required expertise, and failing this, possibly check with the Ottawa and Victoria agencies. It was also suggested that facilitators be required to take the course. It was agreed that if a suitable trainer, someone who could manage the entire project, cannot be found, Joellen should discuss with Trillium the possibility of using that portion of the grant ($6,000) for another purpose that meets Trillium and LCCJ objectives.

- Department of Justice, Victims and Survivors of Crime Week: $9000 to be deferred to the week of the event in November

- Law Foundation of Ontario: decided to not support the LCCJ Pilot Project RJ response to Sexual Assault and Domestic Violence. The Grant Advance Software will be searched for alternate funders of this project.

**-** Golf Tournament: $4,780 raised (Silent Auction $2,185, Registration $1,460, Hole Sponsorship $1,050, Donation $85)

- McDougall Insurance donated $1000 donation to celebrate 75th Anniversary

- The dinner/concert event will not be held due to COVID-19.

- Polar Bear Plunge campaign is underway.

**Review of current financial statements:**

- The profit and loss, balance sheet, cash flow statements and budget vs actual revenues and expenses for Q2 were reviewed and approved, with Katie to make a few final re-assignments of accounts before presenting to the board.

- Katie will apply for the HST rebate of about $1000.

-The operating documents (bank reconciliation, payroll, source deductions, visa statement and on-line payments) for August and September had been reviewed by Joellen, Dave and Katie, and were approved

**New Business:**

- The Charity Information Return was sent September 21, 2021

**Date of Next Meeting: January 19th, 2022, 10:30 a.m. to 12:00 p.m.**

**Adjournment**