**Attendees:** Bernie Simpson, Tom Abernethy, Russell Rumley, Colin Moden, James Dicks,

 Mike Moulton, Heather Scott, Jeff Boucher, Miranda Newton, and James Delaney.

**Guests:** Malcolm McKinley and Mathieu Belanger (from BDO)

**Regrets:** Deb Blimkie,Paul Johannsen and Martin Bourgon

| **Agenda Items** | **Discussion** | **Action**  |
| --- | --- | --- |
| 1. Call to Order
 | **James Dicks** welcomed everyone and thanked them for attending. He called the meeting to order at 7:02 pm.  |  |
| 1. Approve Public Accountant’s (BDO) financial review of CADS-NCD 2021-2022 finances.
 | Tom introduced Mathieu Belanger, a Senior Accountant from BDO **(CADS-NCD’s Public Accountant)** who has worked on the financial review of CADS – NCD for the past few years. Mathieu outlined the BDO Financial Review report. He described the qualification statement bottom page 2 top page 3 as BDO not being fully aware of tracking of cash donations. He noted this is common qualification statement for many charities and that there is no perfect solution. In addition, he reviewed the year end adjusting entries and noted they are routine. He advised that BDO is very pleased with the approach CADS – NCD undertakes to manage our finances including donations. He confirmed that BDO is a firm independent of CADS – NCD. He also got confirmation from the Board that we are not aware of any fraud, non-compliance with any laws, any contentious issues, or of any suspicious activities during the CADS – NCD 2021-22 fiscal year or after it. Board members expressed support for BDO approach to the review and working with CADS – NCD Treasurer to provide the information required to develop the Financial Review Report.Once the “Draft” watermark has been removed, it will be signed-off and presented to our CADS-NCD members for approval at the upcoming AGM on November 30th.  | Tom motioned that we accept BDO’s financial statement for CADS - National Capital Division as at June 30, 2022. Seconded by Bernie.Carried. |
| 1. Round Table
 | **CADS – NCD AGM** - Jim noted that next week we will be circulating documents providing notice of the CADS – NCD AGM on Nov 30. He asked if Programs could circulate to their members prior to Nov 1st. He also asked if Programs could advertise the AGM in newsletters and social media. Bylaws require we provide at least 21 days of notice. Jim is away from November 1-21, 2022, inclusive, with no email. **Virtual fund Raiser** “Get out there Art for Kids in CADS – NCD”. Jim advised we are in communications with the artists and Camp Fortune to set this event up. More to come. The ADM Docs to be circulated next week will include content to introduce this event to members and advise more detail to come. He asked programs to please leave this in the AGM docs being circulated. **Program budgets** Tom asked programs to develop their budgets and work with him on this. The Board will approve them for presentation at the AGM for approval by membership. **Jim Delaney advised the Mont Cascades program** will likely operate at Mont Cascades this season. They are a bit late in their planning due to illnesses. They currently intend to open their registration November 1, 2022. Tom advised we would work with them to develop their budget. |  |
| 1. Next meeting and adjournment.
 | Jim thanked Mathieu and Tom for keeping the accounts in such good order. The meeting adjourned at 7:44 PM. | Bernie motioned to adjourn the meeting. Seconded by James.Carried.  |