



	<i>Review Q1</i>	<i>Review Q2</i>	<i>Approve Budget</i>	<i>Review Q3</i>	<i>Approve Audited Statements/Review Q4</i>
COMMUNITY CARE NORTHUMBERLAND FINANCE COMMITTEE WORK PLAN Sept 2024 to June 2025	Sept. 13/24	Nov. 15/24	Jan. 10/25	Feb. 07/25	TBD - Late May, Early June
1. BUDGET PLANNING					
1.1 MSAA Refresh Process		X			
1.2 Budgets Approved & Review Budget Preparation Policy F-30				X	
1.3 Review Fee Schedule & Fee Schedule Policy - F-80			X		
1.4 Capital Asset Plan		X			
2. PERFORMANCE MEASURES					
2.1 Review Quarterly Financial Performance	X	X		X	X
2.2 Review Performance Indicators	X	X		X	X
2.3 Review MSAA Declaration of Compliance					X
3. DONATIONS & BEQUESTS, INVESTMENTS					
3.1 Review Inventory of Investments & Investment Policy F-120			X		
3.2 Review & Submission of Foundation Funding Request				X	
4. INTERNAL CONTROLS/RISK MANAGEMENT					
4.1 Quarterly reporting of Government Remittances	X	X		X	X
4.2 Insurance Review & Review of Insurance Policy F-110					X
4.3 HIROC Risk Register Report & Update			X		
4.4 Cash Flow	X	X	X	X	X
5. AUDIT					
5.1 Auditor's Engagement & Review Annual Audit Policy F-10				X	
5.2 Review Audited Financial Statements					X
6. OTHER					
6.1 Approve Committee Workplan and Goals	X		X		
6.2 Review Terms of Reference	X				
6.3 Review of Financial Policies	X	X	X	X	
6.4 Member Orientation & Review					Completed in October 2023
6.5 CCN/CMH Admin Management Agreement Evaluation - 2024		X			

Regular Finance Committee begin at 9:00 am