

**12 January 2022
5:00pm
Google Hangout**

ATTENDANCE

NAME	PROXY	PRESENT
Simran Dhillon, Chair		Y
Andrew Batycki		Y
Julia Catherine Villosio		Y
Rowan Morris		N
Ghalia Aamer		N
Rachel Ouellette		Y
Matin Koohkan		N
Courtney Graham		N/A
Ethan Hunter		N/A

MINUTES (AC 2021-12-M)

2021-12/1 INTRODUCTION

2021-12/1a Call to Order

DHILLON: Called the meeting to order at 5:06 P.M.

2021-12/1b Approval of Agenda

2021-12/1c Approval of Minutes

2021-12/1d Chair's Business

DHILLON: Met last week with all of the VPFs to engage their understanding of the Audit process. Still needs to talk to Peter regarding Audit fund distribution.

Also talked to the BSA regarding their audit process and has another meeting set with them up for next week.

BATYCKI: Questions when was the last time the BSA received their money.

DHILLON: Believes that it was two years ago.

2021-12/2

QUESTION/DISCUSSION PERIOD

2021-12/3

COMMITTEE BUSINESS

2021-12/3a

Audits and Terms of Reference

DHILLON: Has created a terms of reference regarding Audit's new election process. Will reach out to VPA Monteiro to present these terms of references to the CoFA Senior Board as well as the CoFA Admin and Finance Board.

States that the VPFs are aware of the new audit deadlines, as well as the upcoming terms of reference. Notes, however, that most VPFs have never completed an audit before.

VILLOSO: Questions if, during the CoFA presentations, audit members are expected to help and be present.

DHILLON: Would like to have as many members from Audit there as possible.

Will reach out to Councillor Oullette, the newest member of Audit Committee, to update her on the audit process as well as the historical implications of Audit Committee.

The next meeting should include: KPMG, going over the terms of reference and drafting the financial literacy presentation.

2021-12/4

INFORMATION ITEMS

2021-12/5

ADJOURNMENT

DHILLON: Adjourned the meeting at 5:17 P.M.