

FINANCE AND BUDGET
ANNUAL COMMITTEE REPORT

Committee Members: Ryan Fleming (Chair, St. John Paul II)
Joseph D’Addario (Executive Liaison, Msgr. Fraser)
Lisa Cicinelli (St. John Paul II)
Michael D’Addario (Mary Ward)
Antonella Di Carlo (Msgr Fraser)
Antonella Orlando (Msgr Percy Johnson)
Mark Roxas (St. Patrick)
Christina Nisan (Senator O’Connor)
Jerry Paterna (Loretto College)
Leo Babu Joseph (Francis Libermann)

Terms of Reference: Duties of Standing Committees, Finance and Budget

3.5.4 Finance & Budget

- a) To present a preliminary budget to the Unit Executive for approval in advance of the Budget Meeting.
- b) To manage the Unit budget and the Unit budget meeting.
- c) To discuss all financial matters of the Unit and to present its recommendations to the Executive or at a general meeting.
- d) To approve any expenditures in excess of \$5,000.

Meetings:

1. Preliminary budget was prepared, discussed, and presented to the Executive.
2. Draft budget was presented to the membership at the TSU Budget meeting.
Any changes made with the budget were noted in the minutes of the meeting.
3. Subsequent meetings did not occur due to the COVID-19 pandemic.

Recommendations:

- Continued detailed discussions are to occur to determine how the budget is distributed within the unit.
- Streamline policies and procedures regarding expenses and expense claims to facilitate ease of payments and reimbursements.
- To continue providing support and professional development opportunities to the Treasurer to allow for continued expansion in capacity and knowledge.
- Streamline how the budget, accounting, and banking is reflected to make it as easily readable for the membership.