

TERMINAL CITY CLUB

Finance, Audit & Pension Calendar: 2021

MONTH	AGENDA
JANUARY	<ul style="list-style-type: none"> • Review Club's Governance Policy as it pertains to role and responsibilities of Committees. • Review Committee Calendar and report adjustments to Governance Committee Chair • Review Signing Officer Bank Resolutions • Property Tax Assessment and Review – Altus Reporting • Strata Insurance Renewal • Board Planning Day
FEBRUARY	<ul style="list-style-type: none"> • Review Key Risks to the organization and integrity of the Club's internal control and management information systems • Audit Fraud questionnaire • Capital Strategy Plan <p>Pension</p> <ul style="list-style-type: none"> • Review of Pension Governance • Quarterly Pension Review Sept-Dec 2021
APRIL	<p>Pension</p> <ul style="list-style-type: none"> • Annual Review with Desjardins Pension plan – Guest - Sheldon Landry <ul style="list-style-type: none"> • Request presentation of alternative investment options\recommendations <p>Finance</p> <ul style="list-style-type: none"> • Renewal of Loan – April 25, 2022 • Establish Budget and 5year plan Guidelines • Review insurance requirements with Staff and Insurance – Guest Chris Haag requested Y/N <ul style="list-style-type: none"> • Anything new to consider for our insurance program this year?
JUNE	<p>Audit - Guest Renee Martin – Smythe LLP</p> <ul style="list-style-type: none"> • Review terms of reference and scope of Audit • Consider engagement fee • Consider Audit work and reporting deadlines <p>Finance</p> <ul style="list-style-type: none"> • Review Final Property Tax Assessment • Insurance Renewal premiums – Guest Chris Haag requested Y/N <p>Pension</p> <ul style="list-style-type: none"> • Quarterly Pension Review – 1st Quarter 2022 Jan-Mar 2022
JULY	<p>Finance</p> <p>2023 Budget Review</p> <ul style="list-style-type: none"> • Present preliminary version of capital and operating budgets to Board • Review overall operation as to cost, efficiency, cost allocation methodology and logic <p>Pension</p> <ul style="list-style-type: none"> • Triennial (3-year) plan assessment for year 2020 -2022 <ul style="list-style-type: none"> ○ 3year assessment as December 31, 2022 due by December 31, 2023
AUGUST	<p>Finance</p> <p>2023 Budget</p> <p>Pension</p> <ul style="list-style-type: none"> • Quarterly Pension Review 2nd Quarter 2022 Apr-Jun 2022
SEPTEMBER	<p>Finance</p> <ul style="list-style-type: none"> • Final review of 2023 Budget • Audit concerns
OCTOBER	<p>Pension</p> <ul style="list-style-type: none"> • Review of SIPP & Governance • Quarterly Pension Review -3rd Quarter 2022 July - Sep 2022

NOVEMBER

- Prepare Finance, Audit & Pension Committee Statement for the TCC Annual Report

Audit

- Review TCC Audit results with Auditor
- Meet the external auditors in the absence of management
- Review Audited TCC Financial Statements

Finance

- Approve Club Fund Pooled Service Charge distribution

Each Meeting: Review TCC Monthly Financial Statements (where applicable)