



**ETFO – TORONTO OCCASIONAL TEACHERS LOCAL  
EXECUTIVE MEETING MINUTES  
Tuesday, April 16, 2024 at 9:15 a.m.**

**Present:** Christina Meynell, Marisa Gallippi, Sharon Brown, Laura Barrett, Gail James, Rinat Evron, Gabrielle Blais-Jones, Sarah Boomhower, Sophie Kroesen, Nathan Goveas, Jeishan Rajakulasingam, Efstathia Sotiropoulos

**Regrets:** Sarah Boomhower

**Parliamentarian:** Ruth Ann Morley

1. **Welcome** – Ruth Ann Morley, Parliamentarian
2. **Land Acknowledgement Statement** - read by Sophie Kroesen
3. **Reading of the ETFO Human Rights Statement** - read by Gail James
4. **Human Rights Officer** - Ruth Ann Morley
5. **Approval of Executive Meetings Minutes**

**Motion 23/24 - 107**

Moved by Sharon Brown Seconded by Gabrielle Blais-Jones  
BIRT the Executive Meeting Minutes from March 5, 2024 be approved.

**CARRIED**

**Motion 23/24 - 108**

Moved by Gabrielle Blais-Jones Seconded by Efstathia Sotiropoulos  
BIRT the Executive Meeting Minutes from April 10, 2024 be approved as amended:  
- Maintain Election Procedure 9.3.4.1 for Amendment 12 and delete 9.3.2

**CARRIED**

**6. Approval of the Agenda**

**Motion 23/24 - 109**

Moved by Seconded by  
BIRT the Executive Meeting Agenda for April 16, 2024 be approved as amended:

New Business

- e) Zoom Credentials - Sharon
- f) Fellowship - Gail
- g) Incoming Released Executive Succession - Sharon
- h) Honorarium - Sharon

**7. Notice of Motion**

**Motion 23/24 - 110**

Moved by Laura Barrett    Seconded by Gail James  
 BIRT the wording on the Professional Learning Reimbursement form be amended  
 by striking out "Certificate of Completion/Certificate of Attendance" and inserting  
 "Confirmation of completion/attendance".

**CARRIED**

**8. Proposed Budget**a. Proposed Budget **from Budget Committee**

See the minutes / report from the Budget Committee at the end of  
 these minutes.

<b>INCOME</b>	<b>Budget Cttee</b>
<b>400 ETFO AM Reimbursements</b>	12,000
<b>405 ETFO Fee Rebates</b>	507,710
<b>410 ETFO Program Funding</b>	1,500
<b>415 Interest</b>	13,850.48
<b>420 Local Levy</b>	12,000
<b>425 Release Time (0.75 Release)</b>	84,000
<b>430 Release Time (1.0 President)</b>	118,000
<b>435 TDSB Professional Learning Funds</b>	25,000
<b>440 Uncategorized Income</b>	50
<b>Total Income</b>	<b>\$774,110.48</b>
<b>Expenses</b>	
<b>600 Accounting</b>	25,000
<b>601 Bank Charge</b>	3,200
<b>602 Calendar</b>	5,000
<b>603 Charitable Donations</b>	0
<b>604 Committees</b>	5,000
<b>605 Communication</b>	42,820
<b>607 Dependent Care</b>	6,000
<b>608 Election</b>	40,000
<b>609 Equity and Social Justice</b>	4,000
<b>610 Exec Expenses</b>	1,500
<b>611 Executive Honouraria</b>	\$12000

612 Fellowship	500
613 Furniture	1
614 Health and Safety	5,000
615 Insurance	4,000
616 IT Support	4,000
617 Legal	4,000
620 Meetings-ETFO AM	18,500
621 Meetings-Local AM	12,000
623 Meetings-Fall/ Winter General	20,000
624 Meetings - Executive Evening	12,000
625 Meetings - Executive Day	27,000
626 Meetings-Other	20,000
627 Meetings-OFL/CLC	0
628 New Member Committee	1,500
629 Membership Recognition	4,000
630 Negotiations/ Grievance	80,000
631 Computer Equipment	7,500
632 Office Occupancy	25,000
633 Office Supplies	4,000
634 Political Action	6,000
635 Professional Learning-committee	15,000
637 Professional Learning Rebate	40,000
638 Racialized Committee	8,000
639 Public Relations	3,000
640 Release Time (daily)	4,000
641 Released Officers	555,000.00
Bill 124 Remedy retro pay	
644 Social	10,000
645 Status of Women	7,500
646 Travel	6,000
650 Website	5,500
<b>Total Expenses</b>	<b>\$1,041,521.00</b>
<b>Total Income</b>	<b>\$774,110.48</b>
<b>Net Income</b>	<b>-\$267,410.52</b>

**b. Net Income / Impact on Reserves**

A “Balanced Budget” according to ETFO is +/- 0.5% of the Local’s total income. If the predicted income is \$774,110.48 x 0.5% or approximately +/- \$3,870

The Budget Committee Proposed Budget would need to either have income increased through levy increase or expenses reduced or both, to reduce the deficit budget.

Continuing a deficit budget will deplete the reserves:

<b>Actual Reserves starting 2022-2023</b>	\$817,284.34
<b>Actual Reserves ending 2022-2023</b>	\$481,217.61
<b>Predicted Reserves ending 2023-2024</b>	\$258,495.11
<b>Predicted Reserves after Budget Cttee Proposed Budget 2024-2025</b>	<b>-\$8,915.41</b>

**c. Levy Considerations**

The current Levy under the Local’s Bylaw 1 Fees, 1.2.1 has been fixed at .01 percent (gross salary x .0001) since before the Local underwent takeover, likely back to 2016 at least. Sophie will check records to verify. The levy is currently 1 cent for every \$100 earned. If a daily OT earned \$40,000 they would pay **\$4 in this levy for the year**. Last year the total income generated by the Levy of approximately 4000 members was \$16,187.66

The Executive can review the Budget Committee Proposed Budget and then determine what amount to present in the Levy amendment that has been sent forward to the 2024 Annual Meeting. The Amendment for consideration read:

BIRT the Executive forward to the 2024 Annual Meeting the following proposed By-Law amendment:

That BYLAW 1 FEES 1.2.1 be amended to read:

1.2.1 A local levy of **.3 percent (gross salary x .003)** shall be deducted from each member’s salary and the TDSB is authorized to make such deduction at source and remit the deducted funds to ETFO – Toronto Occasional Teachers’ Local.

If the .3 percent (gross salary x .003) was approved this would cost a daily OT earning \$40,000 a levy of \$120 a year or approximately \$4.60 a pay cheque. This would be the maximum levy amount the Executive could put forward. Amendments of a lesser percentage are allowed at the Annual Meeting.

**d. Approval of Proposed Budget**

**Survey results of membership:**

774 members participated in the survey

681 want a **printed copy of the Calendar** (Budget Line 602) - 88%

The calendar cost \$6 each this year so a budget line of \$4086 would be needed to meet this request and have some for new members in the fall.

356 members wanted a **printed copy of the Newsletters**.

Last year the printed newsletters went to almost all members.

The Constitution (Article IX - EXECUTIVE ELECTIONS, subsections 9.2.2 and 9.3.3) required the newsletter to be mailed to members. The survey done for this year, greatly reduced the number of members the newsletter was sent to (320 members) in 2023-2024 as opposed to over 3000 in 2022-2023. The Constitution would need to be amended to do exclusively electronic newsletters for the membership.

**Motion 23/24 - 111**

Moved by Gabrielle Blais-Jones    Seconded by Laura Barrett

**BIRT the draft Executive Proposed Budget be approved and forwarded to the 2024 Annual Meeting for approval.**

The Executive approved the Budget Committee's proposed amounts for lines 400 to 631 with the following amendments: (see spread sheet at end of minutes)

**Amendments to Income lines agreed by mutual consent:**

New: Bill 124 Remedy Released Officers (one time) - estimate \$17,500 (1.75 released people during remedy period)

New: Bill 124 Remedy ETFO fees (one time) - TBD by ETFO

New: Bill 124 Remedy Levy (one time) - TBD by ETFO

**Under Collective Agreement:**

\*\* 435 TDSB Professional Learning Funds (TDSB seeking strip in Collective Bargaining)

**Amendments to Expense lines agreed by mutual consent:**

608 Election - reduced to \$30,000

614 Health and Safety - reduced to \$2500

New: Bill 124 Remedy retro pay (Released Officers) (one time) - \$50,000

**Amendments by formal motion:**

<b>Mover / Secunder</b>	<b>Budget #</b>	<b>Budget Line</b>	<b>Amended Amount</b>	<b>Disposition</b>
Sharon / Sophie	605	Communication	\$32,000	<b>CARRIED</b>
Gabrielle / Sharon	610	Executive Expenses	\$1000	<b>CARRIED</b>
Gabrielle / Laura	611 Renamed	Meetings - Executive Evening	\$7000	<b>CARRIED</b>
	624 625 Renamed	Meetings - Executive Day	\$27,000	
Sophie / Laura	614	Health & Safety	\$2500	<b>CARRIED</b>
Sophie / Marisa	616	IT Support	\$3000	<b>CARRIED</b>
Christina / Nathan	620	Meetings - ETFO AM*	\$15,000	<b>LOST</b>

\* AND Procedure 5.17.7 be amend with the additional : "ETFO 2024 Annual Meeting shall be double occupancy." **LOST**

**Motion 23/24 -112**

Moved by Sophie Kroesen Secundered by Jeishan  
That the vote be by secret ballot. **CARRIED**

Gabrielle / Marisa	623	Meetings - Fall / Winter General	\$15,000	<b>CARRIED</b>
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**Main motion not completed - to be continued at evening meeting**

**Motion 23/24 - 113**

Moved by Gabrielle Blais-Jones Secundered by Marisa Gallippi  
To extend the meeting until 4:00.  
**CARRIED**

Gail and Laura needed to leave to set up for a Local Committee event.

**Motion 23/24 - 114**

Moved by Sophie Kroesen Secundered by Nathan Goveas  
BIRT an evening Executive Meeting be held to complete the Proposed Executive Budget and other agenda items.  
**CARRIED**

## 9. **Committee Liaisons Reports** (provided in writing)

### **Constitution Committee** - Sharon Brown

The Constitution Committee met for an all day meeting on March 1st to review the pre existing amendments. Subsequently, the committee met again for an evening meeting on April 4th to review the remaining amendments.

The committee asked the executive to review its findings and set an evening executive meeting on April 10th, to focus on the newly reviewed amendments and give the new executive a chance to have a last look.

### **Collective Bargaining** - Sharon Brown

On Feb.1st, the collective bargaining committee met with the board, talks broke down and the meeting ended. On Feb 9th the team met again to discuss possible next steps. It was decided that a strike vote was appropriate at this time. The vote will be held on April 18th with a call-in town hall discussion and the ability for our membership to participate in the vote.

### **Elections Committee** - Ruth Ann

The Elections Committee met on April 3 to review all the questions for candidates submitted by members. A working session was held to schedule 5 questions for each candidate group for the two Candidates' Nights. Candidates for President, VP (Open & Women Only), Treasurer and Secretary was held on April 11 attended by 67 members and 78 members attended Candidates' Night 2 on Monday, April 15.

The Committee is using Eventstream as tech support for the Annual Meeting sessions on May 14 and 16 via zoom. Registration will be done through the Elections Officer's zoom account starting on April 30. The Annual Meeting Workbook will also go out to members that day.

### **Equity and Social Justice Committee** - Laura Barrett

- met March 27th, 2024
- upcoming event Wed. May 8th - Karen Chaboyer talk/presentation, location TBD - Karen's website: <https://karenmchaboyer.com/>

### **Professional Learning Committee** - Laura Barrett

- upcoming events:
  - rescheduled Professional Boundaries workshop, date TBD but likely May 9 or 27
  - Ashley Hassard's Big OT Energy workshop, date TBD

### **2SLGBTQIA+ Ad Hoc Committee** - Laura Barrett

- 2SLGBTQIA+ resources being compiled, potentially with financial assistance from the E&SJ Committee

## **Social Committee** - Efstathia Sotiropoulos

Christina Meynell assumed the role of Committee Liaison as of March 6.

Social committee events:

Friday, April 12, 2024

- Curling at Heather Tam Curling club

Excellent turnout & member experience

Tuesday April 16

- Coffee chat event in North York

Upcoming advertised events:

- Activate in Scarborough - excellent registration response
- Theater event: Les Mis in downtown Toronto - excellent registration response

Upcoming event to be advertised:

- Toronto Island tour on the Toronto Island

Social committee 2023 to 2024 budget: \$5,000

(decreased to a third of the previous year's budget.)

Social Committee chair Efstathia Sotiropoulos requested a budget increase for the 2024 to 2025 year.

Social committee anticipated end-of-year (end of June) balance:  
above zero dollars (within budget).

All social committee planning meetings to date have been held via zoom and without any compensation or meal reimbursement.

Social committee members list has been full and with a short waiting list throughout the year.

## **Status of Women** - Gabrielle Blais-Jones

Wellness Workshop April 25th, Beaches Community Centre

Full day Workshop tentatively planned for June 1st, Etobicoke Olympium

10. Adjournment 3:45 p.m.

### **Motion 23/24 - 115**

Moved by Sophie Kroesen Seconded by Marisa Gallippi

Move adjournment

**CARRIED**



**ETFO Toronto Occasional Teachers' Local  
Budget Committee meeting  
17 Fairmeadow Ave, Suite #209  
Monday, March 25, 2024 • 9:30am**

**Present:** Gail James, Laura Barrett, Christina Meynell, Sophie Kroesen, Nathan Goveas, Susan Richmond  
**Regrets:** Sharon Brown, Olive Creary-Satchell, Rita McCann, Helen Singer, Jeremy Bass

1. **Land Acknowledgement** - read by Laura
2. **Human Rights Statement** - read by Nathan
3. **Committee Member Duties to volunteer for:**

--**Human Rights Officer:** Laura  
--**Secretary:** Laura  
--**Speaker List (when necessary):** Nathan  
--**Mathematical Checker (when necessary):** Susan  
--**Tech Support if needed:** Laura & Christina  
--**Committee Chair and Liaison:** Treasurer/Gail

**Note attachments as part of the Agenda**

4. **Approval of Agenda** - unanimous
5. **Approval of Budget Committee Minutes of Jan.30/24 meeting** - unanimous
6. **Terms of Reference**
7. **Decisions for times of Health Breaks, Lunch - Lunch 12:35**
8. **Review Additional Budget Notes** - these will be sent separately to use to help formulate the budget
9. **Creating a Draft Proposed Local Budget for 2024-2025**

**644 Social** - proposal: raise it back to \$15,000 as it was last year  
**Committee: \$10,000**

**645 Status of Women** Stays at \$6,000

**Budget Line 614-Health and Safety Ad Hoc Committee ( Feb.20/24)**

-money to be expensed to budget line 614 Health and Safety → **at the March 25 meeting, we established that it actually comes from 604 Committees (add subsection in Committees)**

-as of Feb.28/24 financials \$2,188.90 has been expensed from \$5,000 budget

**614 - Health and Safety - \$5,000**

This line is used for H&S conference, single room subsidy, certification

ETFO Incentive Funding is not part of our local budget

**600 Accounting - Targeted**

Fees for their time, preparing financials, etc

Last year: \$30,000

This year they say they can come in between \$13,000 and \$19,000

We're doing fillable forms, members more aware of how everything works

\$19,000 plus \$5,000 for Norton McMullin = \$24,000

So far we've only expensed \$7,492.91 but we'll have reimbursements from all-candidates' nights, elections, etc

**Committee: \$25,000 from \$30,000**

**Ad Hoc Committee 2SLGBTQIA+ (Feb. 20/24)**

-money to be expensed from Incentive Funding ( add to budget-income and expenses sub-section)

**Budget Line 600- Accounting**

-Targeted Accounting has two components of this budget line. They suggest a budget of:

a)fees of \$13,000 to \$19,000

-fees are being reduced from \$30,000 as processing is more efficient now that most members understand how to better work with the virtual system

-fillable forms are now being created by the local

b)Norton McMullen:

-fee for audit \$5,085 (2023)

TOTAL NEW BUDGET AT THE HIGH END: \$24,085

TOTAL NEW BUDGET AT THE LOW END: \$18,085

TOTAL NEW BUDGET AT MID END: \$21,085

-\$7,942.91 has been expensed from a budget of \$30,000

**Budget Committee says: \$25,000**

**Budget Line 601-Bank Charge-**

Targeted suggests a budget of \$3,000

-Targeted Service Fees- \$3,000 --PayEdge monthly subscription fee of \$59.95 x 9 = \$539.55

--e-transfers \$1.50 each x 379 x \$568.50

--cheques \$2.50 each x 16 = \$40

-service fees until March/24 = \$1,394.43

-PayEdge @\$59.95/month x12 months = \$719.40 ( price per month is usually \$89.95)

-more members are now using e-transfers

-\$1,426.88 has been expensed from a budget of \$3,000

-RBC credit card fees:

--President-RBC Avion Visa Business- annually \$120 ( 67,000 avion points)

--Laura Barrett- RBC Visa Business-annually \$50 ( 36,346 avion points)

--Sharon Brown-RBC Visa Business-annually \$50 ( 35,10 avion points)

TOTAL SUGGESTED: \$3,000 + \$220= \$3,220

**Committee says: \$3,220**

**Budget Line 602 Calendar** -in April a survey will be sent in Constant Contact to

- members to see if they want a paper or digital copy
- suggestion: REVISIT this budget line after the survey to get a more accurate money amount
- 500 copies printed last year from a budget of \$3,000 \$4,318.01
- printed in August

**Christina will share Excel sheet at April Executive meeting**

**We'll still need to print extra copies of the pocket calendar (members are still asking for it, months later)**

**Counterpoints:**

- we need to trim our budget until we get our reserves back
- move digitally or go to black-and-white for environmental and budget reasons
- update to the digital world (as is the case TDSB-wide)

**Budget Line 603 Charitable Donations**--reduced to \$0.00 last year as Provincial donates to many charities  
**Let members decide - leaving it at zero opens it up to member discussion**

**Budget Line 604 Committees**--this is used for committee expenses that do not have their own budget lines  
 i.e. Budget, Ad Hoc, Constitution

- used for planning meal reimbursements, event reimbursements, venues, associated release time, materials
- \$168.41 expensed from a budget of \$5,000

**Committee: leave it at \$5,000**

**Budget Line 607 Dependent Care**

-Motion 23/24-73 as of Executive Meeting Feb. 20/24--Reimbursements will be limited to a maximum of \$50 per member. Dependent care may be claimed for General or Annual Meetings that are in person or virtual. Members may claim child care for all other Local meetings/events attended in person/virtual.

- \$775 expensed from a budget of \$6,000
- last year of the \$6,000 budget \$6,781.25 was expensed

**Committee: leave it at \$6,000**

**Note for Executive: clarify this language (it seems to imply a \$50 annual maximum per member)**

**11. Budget Line 608 Election**

-expensed to this line are:

- Election Officer (fall/winter) \$1,890 → **from a total of \$15,000 for the year, Yolanda hasn't yet been paid**
- Electronic Voting Company
- 1/4 of Spring newsletter as it contained the Candidate booklet --Printing, postage-- \$677.50 from an expense of \$8,590.38

- Executive Candidate Profiles booklet- printing, saddle stitch \$2,475 ← **Committee says no**
- IT personnel (fall/winter) \$678.00
- Simply Voting if used \$10,000 (last fiscal year)
- Robo calls
- Committee planning meeting meal reimbursements
- Parliamentarian for election meetings, candidate nights
- election meeting meals -virtual (2024-\$20/member)
- 2 candidate night meeting meals (\$25 /member)
- Secretary minutes
  
- \$1,277.76 expensed from a budget of \$35,000
- \$81,209.70 expensed last fiscal year

\$15,000 for the Election(s) Officer

Candidate Profiles booklet wasteful

Elections: electronic balloting (done over a period of time) vs virtual (simultaneous during a virtual meeting) vs in-person (paper ballots)

Each of these have different financial implications

Parliamentarian costs for Elections Committee meetings

**Committee says: \$40,000**

**Note: there is no reimbursement set for the All-Candidates' Meeting**

#### **Budget Line 610 Exec. Expenses**

- expensed are (not conferences), Member allegation expenses, some release time as associated with **executive** duties, New President Training (\$100)
- \$100 expensed from a budget of \$1,500

**Committee: leave it at \$1,500**

#### **Budget Line 611 Executive Honouraria**

-all Executive who attend Executive meetings held outside of the regular school day receive a payment of \$150 ( night meetings or an emergency executive meeting)

\$150 x 12 = \$1,800 per night

-\$4,589.85 expensed from a budget of **\$9,000** ( not all are recorded)

NOTE: if not virtual, Parliamentarian is expensed travel, hotel room?

Suggested budget: Executive payment \$150 x12 = \$1800 x 10 meetings = \$18,000

Parliamentarian (\$87.50/hr x 3.5 = \$306.25 x 10 meetings = \$3,062.50

Secretary minutes \$150 per set x 10 meetings = \$1,500

TOTAL= \$22,562.50

-a decision as to whether day or night meetings or a combination of both for next year

**Discussion of meeting pay:**

-pay for meeting minutes: currently a half-day. Should it be \$150? \$75?

If we're having Strategic Planning in the summer, does that come from Executive Honouraria? No, it comes from 626 - Meetings Other

Parliamentarian \$85/hr (TBD: comparative pricing for parliamentarians)

If we're going to have mainly day meetings, the money will come out of 625

Perpetual problem of going back and forth every year in terms of daytime vs evening meetings - discussion of constitutional language to fix it as one or the other

**Budget line 612 Fellowship**

- expenses incurred in recognizing fellowship among the membership
- custodian holiday gifts
- \$119 expensed from a budget of \$800 (last year \$377.26)

**\$500**

**Budget Line 616 IT Support**

- computer repair, network settings, correcting wi-fi connection, installing printers, Norton Anti-virus renewals, Window program installation, preparation of Levy Analysis (\$840), IT support (\$757.10 )
- \$1,597.10 has been expensed from a budget of \$4,000

**Committee: leave it at \$4,000**

**Budget Line 617 Legal**

- expenses incurred in legal expenses as a result of local business
- if a lawyer is chosen, the retainer can be \$5,000 at least

**Committee: \$4,000**

**Budget Line 620 Meetings-ETFO AM ( Provincial August meeting)**

- all payments for alternates-single hotel room (2023 was \$341.98), similar meal allowance as ETFO (2023 was \$200), meal allowance from local (2023 was \$235)
- difference in price for delegate single rooms not covered by ETFO ( 2023 was \$170.99), local food allowance (2023- \$235)
- \$37,522.47 was expensed from a \$15,000 budget--\$11,502.48 reimbursed from ETFO for room allowances- money was spent on a hospitality room, food/drink, taxis for shopping, snacks during meetings (\$747.60), pizza for delegate/alternate meeting ( \$51.35)
- \$37,522.47 expensed from a \$15,000 budget

Suggested budget: alternate rooms =      x \$341.98 = \$  
 alternate meal allowance similar to ETFO allowance =      x \$200  
 delegate rooms = 16 x \$170.99 = \$2,735.84  
 delegate local food allowance = 16 x \$235 = \$3,760  
 snacks for meetings =

TOTAL:

**Committee discussion: the cost/value of ETFO AGM, distributing funds to parliamentarian chairing  
 Executive meetings**

**8 alternate rooms \* 341.90 = \$2735.84**

22 delegate rooms \$3761.70

Alternate food 8 \* 200 = \$1600

Food: 8 \* 235 = \$1,880

Delegates 22 \* 235 = \$5,170

Snacks: \$500 (no drinks)

Alternate parking & dependent care:

\$30/day per person = 30 \* 4 \* 8 = \$960

Dependent care (4 out of 8 ppl) = 75\*4\*4 = \$1200

Dependent overnight care (\$65 \* 4 \* 3) \$660)

Total - \$18,467.62

**ETFO AGM = \$18,500**

**Budget Line 621 Meetings-Local AM ( May meeting)**

-venue, meals, AV personnel and equipment, single hotel rooms, resources,  
 Parliamentarian fees and travel expenses if not virtual, Secretary minutes  
 2 registration non-members @ \$100 each, parking, TTC/GO

NOTE: 1 or 2 meetings?

-\$0.00 expensed from a budget of \$17,000 (this year will be virtual)

**Leaving it at \$17,000**

**Budget Line 623-Meetings-Fall/Winter General**

-venue, meals ( \$20 allowance since virtual), Parliamentarian rehearsals and materials (\$744.68),  
 Secretary Minutes, AV, IT personnel ( \$342.40), parking, TTC, front desk registration helpers (\$100  
 each for 2), Speaker's List Coordinator (\$720--for Winter \$1,890)  
 -\$5,923 has been expensed from a \$20,000 budget

Used to have \$40,000 (at \$20,000 each)

Last year we spent \$22,600 (both Fall & Winter were virtual)

**Committee: \$10,000 each for a total of \$20,000**

**Budget Line 625 Meetings-Monthly Executive**

- daily Executive meetings
- daily release pay except for Released Officers
- virtual expenses
- Parliamentarian \$87.50/hour x 6.5 hours = \$568.75 x 10 meetings = \$5,687.50
- if meeting is not virtual then Parliamentarian travel expenses, hotel?
- Secretary minutes-\$150/set x 10 meetings = \$1,500

NOTE: decision as to whether meetings will be during the day or evening meetings

- \$4,514.84 has been expensed from a \$27,000 budget

**Depends on day vs. evening**

**Keep it at \$27,000 (different variables involved here)**

**Budget Line 626-Meetings-Other**

- ETFO Rep Council Meetings
- OFL Conference
- meetings with TDSB officials as prescribed by the Collective Agreement
- Provincial/Golden Horseshoe OT President Meetings
- POTS (\$1,276.48), TROTS, PAROTS, GHOTS (\$441 for 3 meetings)
- August Strategic Meeting- Parliamentarian \$694.97, Executive \$3,304.71, Secretary \$150/day for minutes, snacks, venue, resources, AV equipment
- Leadership Conference

- \$7,678.16 has been expensed from a budget of \$20,000

**Committee: \$20,000** (even if in-person, an economical venue such as Fairmeadow/library/community centre could be chosen)

**Budget Line 627- Meetings-OFL/CLC**

- no budget was assigned to this line

**Keep it at zero.**

**Budget Line 629 Membership Recognition**

- handouts, cards, prizes, gifts, flowers, tribute donations, approved leave gifts
  - gift cards not used by the local anymore
- \$0.00 has been expensed to a budget of \$4,000

**Historically, \$1,000 for each of the General Meetings and \$2,000 for Annual Meeting  
Keep it at \$4,000**

### **Budget Line 630 Negotiations/Grievances**

-Collective Bargaining--surveys, time formulating preliminary submission, release time for committee printing & postage of CB bulletins, meals for meetings, grievance process, member support, arbitration meeting release time, strike vote event expenses, ratification meeting expenses, Steward Plus meetings  
-monies are reimbursed by ETFO for Steward Plus meetings, strike vote event  
NOTE: does extra monies need to be put into budget for CB?

-\$5,052.93 has been expensed to a budget of \$80,000

**Do we need to put extra in, as we did this year?**

**Yes, because we're still in bargaining.**

**Keep it at \$80,000 (to pay everyone \$50 a day if members come out and picket).**

**15% of \$507,710 is 76,156, so we're keeping it at \$80,000**

### **Budget Line 628 New Members Committee - decrease it to \$1500**

### **Budget Line 631 Computer Equipment**

-prices according to March 23/24 financials  
-computers, printers, projectors, ink cartridges, hard drives, software, Acrobat, Microsoft Office 365, Adobe (\$1,084.24--\$135.53 monthly), Constant Contact (\$ 1,039.73 ), Zoom ( \$1,207.97--monthly \$75.71), Fax Engineer (printer), printer toner ( \$427.14 for two)

-\$3,824.50 expensed from a budget of \$6,000

**Note for Executive:**

**What is the cost per Constant Contact e-mail? Which items go in the Constant Contact?**

### **Budget Line 632-Office Occupancy**

-rent-Feb./24-\$1,248.49

-Feb./25-\$1,285

-July/24-Jan./25-\$8,739.46

-Feb./25-June/25-\$6,429.74

-TOTAL rent \$15,169.20

-property tax-interim 2024-\$2,345.09 (usually 50% of final property tax )

-both are paid by autopay to TDSB at the beginning of each month

-\$12,093.80 has been expensed from a budget of \$25,000

TOTAL budget: \$19,859.38

**\$25,000 assuming no vote to close the office**

### **Budget Line 633-Office Supplies**

-kitchenware, Released Officer business cards, stationery, computer cheques

-water ( Canadian Springs)? desk supplies, event supplies, photocopy paper

-\$585.21 has been expensed from a budget of \$5,000



**Office duties re: water cooler cleaning  
Committee: \$4,000**

**Note: Costco membership of one released executive with the credit card of another released executive? Is it a conflict of interest?**

**Budget Line 637 Professional Learning Rebate**

- AQ courses, teacher training, ETFO workshops & conferences, First Aid/CPR (\$250)
- resources for member self-directed professional learning courses, books related to teaching, culturally-relevant pedagogy and materials (\$50)

- \$9,070.60 has been expensed from a budget of \$40,000

**Keep it at \$40,000**

**Budget Line 639 Public Relations**

- for campaigns related to the union for OT visibility

- \$0.00 is expensed from a budget of \$3,000

**Keep it at \$3,000.**

**PR's focus is building relationships and managing reputations**

**Budget Line 634 Political Action**

**Political action is concerned with influencing policy and engaging citizens (/members) in the political processes**

**Keep it at \$5,000**

**Budget Line 640 Release Time Daily**

- costs associated with release time for members doing work on behalf of the local that is not included in any other budget line
- pay is the daily rate for an OT

- \$0.00 has been expensed from a budget of \$5,000

**Reduce to \$4,000**

**Budget Line 641 Released Officers**

- the President's salary (100% grid rate) and First VP's salary (75%) is reimbursed to the local from ETFO and TDSB is reimbursed for their salaries (includes vacation and EI)
- VPs', Treasurer, Interim Released Officer salaries, approved Released Officer leave salaries

-\$182,307.38 has been expensed from a budget of \$500,000 ( Jan.-March has not been entered yet)

NOTE: -reimbursement of released officers from 2019 to present (**Bill 124 remedy**) comes out of this budget line-can be paid next year

-this budget line can be expensed at the top of the grid, and/or it can be revisited after the election when actual salaries are known

**Working out Bill 124 Remedy payments, assuming Step 10 A4 salaries for five released officers per year:**

\$103,064 \* 1.0741 = \$110,701.042

\$7327.

A4 Step 10: \$101,034 2019-2020 - 0.75% = \$757.76

102,044

2020-2021 - 0.75% = \$765.33

103,064

2021-2022 - 2.75% = \$2,834.26

2022-23 (maybe) = \$2,834.26

2023-24 (maybe) = \$2,834.26

**Total per person = \$10,025.87 \* 5 years = \$50,129.35**

**Budget Line 646 Travel**

-travel allowances for Fall/Winter, May General Meetings, transit expenses, parking, meetings with school staff, Executive travel, local related errand parking

-\$2,002.06 has been expensed from a budget of \$6,000

**Leave it at \$6,000**

**Budget Line 650 Website**

-Union Digital hosting, maintenance, security updates (\$ 6,780 Nov./23-Oct.31/24)

-Web Network Solutions-this is the local's domain which is owned by the local ETFO-Torots.com \$623.37 for renewal for 5 years-expires 07/17/28

\$6,780.00 expensed to a budget of \$5,500

REVISIT Budget Line 605 Communication after the survey is tabulated to see which members want a printed newsletter

**Revisit website providers, reorganization**

**Note: Maybe an ad hoc website committee of dedicated members? Not satisfied with the price.**

**How many members are opening our Constant Contact e-mails and clicking?**

**How to make this decision (Executive language before the members decide)**

**Revisit: Calendar**

**Equity and Social Justice stays at \$4,000**

**Professional Learning Committee: stays at \$15,000**

**Racialized Members Committee: reduce from \$12,000 to \$8,000**

**INCOME:**

**400 ATFO AM Reimbursements**

To find out payback for single rooms

11,502.48 last year for 21 delegates means \$574.74 per delegate

This year, with 22 delegates, it'd be \$12,644.28

**We're estimating \$12,000**

**405 ETFO Fee rebates:**

we need to wait until Rep Council in May

**Leave it at \$507,710**

**410 ETFO Program Funding**

**\$1,500 (depends on how much we apply for)**

**415 Interest**

from GICs July 2/24

**11,814.38+2036.10=\$13,850.48**

**420 Local Levy**

We have a facilitating motion that was originally set to be voted on at the May 2023 Annual Meeting.

**Revisit**

**425 Release Time (Extra Days) - First VP - keep at \$84,000**

**430 President - keep at \$118,000**

**Keep TDSB Professional Learning Fund at \$25,000**

**440 Uncategorized Income**

**Keep at \$50 (Revisit)**

**12,000**

**507,710**

**1500**

**13,850.48**

**12,000**

**84,000**

**118,000**

**25,000**

**50**

**= \$774,110.48 (just under last year)**

**Expenses \$1,041,521**

998,300 is what we spent last year

775,577.50

774,110.48

1,467.02 difference

Deficit: 267,410.52

**Additional rebate** for the Bill 124 Remedy (all our members from 2019-2024)

## **10. Next Steps**

Next meeting: Thursday, April 25th - 5:00pm to 6:30pm via Zoom

### **To revisit:**

- 2SLGBTQIA+ ad hoc committee and Committees budget line (even though the funding comes from ETFO incentive funding)
- Dependent care language in reference book (current wording implies a \$50 annual maximum)
- All-Candidates Meeting: no reimbursement allotted in reference book
- Costco membership - conflict of interest?
- Day vs night executive meetings
- Political Action versus Public Relations (definitions)
- 641 Release Time (we'll need to wait until the elections to find out these amounts)
- Website: re-examine this in terms of organization, upload process
- Constant Contact: member response/clickthrough rate, what content goes out via Constant Contact
- ETFO rebates (we'll find out more in May)
- Local levy
- 440 Uncategorized Income (\$50)

Plus any items the Executive discusses on April 16th

## **TREASURER REPORT**

Welcome to the local's Treasurer Report based on the April 2/24 financials.

### **BALANCE FINANCIALS -- ASSETS**

**Chequing Account**— \$418,518.14

—account needs to remain at \$75,000 or else there is \$100 fine payment due

**Total Current Assets** are \$713,518.14

**GIC Account Holdings**—\$295,000

1). 1 year prime-linked cashable for \$250,000-4.7000% at purchase, as of Oct. 1/23-4.9500%-matures July 2/24-anticipated interest \$11,814.38

2). 1 year prime-linked cashable for \$45,000- 4.5000% at purchase, as of Oct.1/23—4.7500%-matures July 2/24-anticipated interest \$2,036.10-collateral for credit cards

**Credit Cards-** \$214.27 are invoices that need to be applied to credit cards and that's why they're called "clearing" and also recorded under Non Current Assets

## **BALANCE FINANCIALS -- LIABILITIES AND EQUITY**

1. **Retained Earnings** or income from last year is \$481,217.61

2. The **Profit** for the year is \$232,514.80

3. **Total Liabilities and Equity** \$713,732.41

## **BUDGET VS. ACTUALS FINANCIALS**

**INCOME** received this year as of April 2/24 as shown in the Actual Column—\$687,831.10 or 88.69% of the expected budget

**THE BUDGET COLUMN** shows the 2023-2024 Proposed Draft Budget of \$775,577.50 as of May/23.

**THE OVER BUDGET COLUMN** shows that \$87,746.40 is left to receive this year -this is evident if the amount is in brackets or has a minus sign in front of it.

**THE % of BUDGET COLUMN** shows monies in a percent of what has been received so far this fiscal year—88.69%

## **EXPENSES FINANCIALS**

**TOTAL EXPENSES-** \$455,316.30

**THE BUDGET COLUMN** shows the 2023-2024 Proposed Draft Budget of \$998,300.00 as of May/23.

**THE OVER BUDGET COLUMN** shows that \$542,983.70 is left to spend this year this is evident if the amount is in brackets or has a minus sign in front of it.

**THE % of BUDGET COLUMN** shows monies in a percent of what has been spent so far is 45.61%

Budget lines that are over budget: (none of these will be used again in this fiscal year)

602—Calendar- budgeted \$3,000—actual expenditures are \$4,318.01 or 143.93%

620-Meetings-ETFO AM-budgeted \$15,000—actual expenditures are \$37,522.47 or 250.15% -Sept.28/23 ETFO deposited into the local account \$11,502.48 for the annual meeting room reimbursement—this can be found in Income Budget Line 400 ETFO AM Reimbursements

650 – Website -budgeted \$5,500.00- actual expenditures are \$6,780.00 or 123.27%-Dec.3/23 \$6,780.00 was paid to Union Digital Inc. for website hosting of etfo-torots.org , security updates, and maintenance of website, technical support from Nov./23-Oct. 31/24

**NET OPERATING INCOME or PROFIT** is \$232,514.80 is calculated by subtracting the Total Actual Expenses (\$455,316.30) from the Total Actual Revenue (\$687,831.10). The actual projected budget for net operating income was \$222,722.50. Therefore, the actual is more than what was projected.

## FREQUENTLY ASKED QUESTIONS

### WHEN WAS THE DRAFT PROPOSED BUDGET COMPLETED?

On March 25/24 the Budget Committee met in person for the day in the Fairmeadow office. All of the budget lines were discussed. At the April Executive meeting, this proposed budget will be discussed and amended if necessary before it is presented to the membership at the May meeting. The Finalized Budget will be presented to members in the Fall.

### WHAT HAPPENS TO THE T5 SLIPS THAT CAME FROM CANADA REVENUE AGENCY?

The local received two T5 slips for 2023-one for \$12.94 for interest from the one year cashable GIC that is collateral for the local credit cards and one for \$8,851.22 for 4 different one year cashable GICs. The slips were sent to Targeted and they will be included the year-end file for backup of interest income.

### HOW MUCH MONEY IS TO BE REFUNDED BY ETFO FOR THE CENTRAL STRIKE VOTE REIMBURSEMENTS EXPENSED BY LOCAL MEMBERS?

Local members have been reimbursed by the local for the Central Strike Vote activity on Oct. 17/23. ETFO will be reimbursing the local a total of \$3,886.64. This amount has not been received so far. The total is composed of the following categories and amounts:

Mileage \$162.51

Transportation \$448.05

Parking \$401.52 Member

Release Time \$2,874.56

### HOW ARE MEMBERS NOTIFIED OF E-TRANSFERS?

Emails are sent to members from RBC Pay Edge stating:

1. **A payment from ETFO has been submitted and is in progress and the email includes attachments of the forms submitted**
2. **Your payment from ETFO has been completed**
3. **A money transfer from ETFO has been automatically deposited into your bank account**

## **HOW MUCH WAS THE COST OF THE LOCAL'S 2023 AUDIT?**

The cost was \$5085.00.

## **WHEN ARE MEMBER REIMBURSEMENT FORMS DUE FOR SUBMISSION FOR THE 2023-24 FISCAL YEAR?**

All member reimbursement forms are due within 60 calendar days of a workshop or event. Reimbursement forms are due by June 14/24 for the fiscal year. This is a non-negotiable date. All forms should be filled out completely and correctly. Itemized receipts with highlighting of name, date, amount of money expensed is also due at the same time in one PDF. After this date, no further corrections or reimbursement forms will be accepted. The Treasurer is not able to make corrections for members, and may not be able to email individuals for notice of corrections.

## **AS A RESULT OF THE AUDIT, WHAT IS THE FUTURE COURSE OF THE LOCAL FOR FINANCIALS?**

- continue to get itemized receipts for all reimbursement forms submitted
- ensure that all forms are completely filled out before submission
- deadlines are strictly monitored
- both the invoice and payment receipt are submitted for office reimbursements i.e. Bell Mobility, Zoom accounts
- continue to create new, easier to use fillable reimbursement forms
- frequent reminders to members about financial information
- June 14/24 is a non-negotiable date for all member reimbursement submissions

-conversation with Secretary of the Local to begin a file of minutes of Executive and Member Meetings that can be sent to the auditors June 30/24

## **WHAT IS THE LOCAL DOING TO SAVE MONEY THIS YEAR?**

- meal money, when allocated, will be less than last year according to new motions
- the Strategic Meeting was not offsite, but rather on zoom in Sept. for 2 nights with \$300 being paid per Executive member
- replacing the Bell land line with a cheaper, more efficient system called Ooma
- asking members to accept e-transfers which cost \$1.25 each as opposed to cheques for \$2.50
- cancelling Union Digital which costs \$7,000 every 3 months
- ordering only essential office supplies needed for the moment
- ordering only necessary new equipment for the office such as laptops for the First VP and the Treasurer who have been using their own equipment for many years
- no payments for single room supplements
- using RBC Avion points from credit cards for some purchases

## **HOW MUCH MONEY HAS ETFO GIVEN TO THE LOCAL IN FEES REBATE?**

Member's pay 1.6% of their gross salary to Provincial. 31.5% is given back to the local in payments in Nov., Dec., Feb. and May. Each payment is 20% of the projected rebate and in September there is a reconciliation payment (the difference of what was paid and what was owing). The calculation is based on the FTE (number of days worked by members). Payments last fiscal year were \$94,913.05 quarterly. At the end of Sept./23 the reconciliation payment of \$128,215.28 was made to the local's account, Nov./23, Dec./23 and Feb./24 a payment of \$101,541.69 was made, towards the yearly payment total of \$507,867.47. The last fee rebate for this year will be in May for \$101,541.69. -proposed draft budget suggested \$507,710.00.

## **HOW MUCH LEVY MONEY IS RETURNED TO THE LOCAL FROM TDSB?**

According to the Constitution, TDSB deducts 0.01% of each member's salary as dues that are given directly to the local to run it. Other local levies range from 0.003% to 0.33%. The projected budget for this fiscal year is \$12,000. Comparing this amount to the amount that ETFO fees contribute, it is clear that most of the money to run the local comes from ETFO. July/23-\$1,365.95 Sept.23-\$251.67 Nov./23 \$978.75 Dec./23 \$2,390.02



Jan./24 \$616.66 Feb.1/24 levy--\$532.88 Feb. 15/24 levy--\$587.08 Feb. 29/24 levy--\$620.02 Total \$1,739.98 (deposited in March/24). The budget is \$12,000 of which \$7,343.23 or 61.19% has been received.

The number of members on the OT list is less at the moment. Therefore, less money is being contributed to the levy amount.

## **TO WHICH BUDGET LINE ARE EXECUTIVE MEETINGS EXPENSED?**

611 Executive Honoraria (night meetings)- - \$9,000 budget--\$4,589.85 is expensed

625 Meetings-Monthly Executive (day meetings) - -\$27,000 budget--\$8,272.01 or 30.64% is expensed which includes Parliamentary expenses, Secretary Minutes, meeting room if necessary, daily release pay, virtual expenses

## **WHAT IS THE ORIGINAL AMOUNT AND WHAT HAS BEEN EXPENSED OF COMMITTEE BUDGETS THIS FISCAL YEAR?**

**Note: -there are expenses still in the approval system that will be expensed to some of these budget lines in the May financials, and new reimbursements are being approved constantly which are not included in these lines until payments are deposited in member accounts**

**-if more information is required, please check with the Treasurer and another program can be checked to see if there are updates since the last financials**

**-each committee should also be keeping track of its own budget as it is spent as then the most recent totals would be available**

Committees--\$5,000--\$168.41 (Budget, Constitution and Ad Hoc are expensed to this)

Election--\$35,000--\$5,512.29 (two of the eight pages of the newsletter reported on election information, so \$677.50 is expensed for the printing of these pages)—Parliamentarian Pay, EO payment and IT are also expensed

Equity and Social Justice--\$4,000--\$374.30 -an amount of \$300 was received by this committee from ETFO incentive funding for the Workshop Islamophobia Affects All Our Students

Fellowship--\$800--\$119.08

Negotiations/Grievance--\$80,000--\$9,519.38 (Collective Bargaining is part of this)

New Members--\$3,000--\$0.00

Political Action-\$5,000--\$0.00

Professional Learning-\$15,000--\$881.67

Professional Learning Rebate-\$40,000--\$10,059.24 (as of April 2/.24 more PL have been approved and the total calculated is \$-12,346.45-this will appear in the May financials). April 9/24 another \$500 was approved = \$12,800 approximately

Racialized Members-\$12,000--\$114.19

Social-\$5,000--\$40.00

Status of Women-\$7,500--\$238.49

## **HOW MUCH WERE THE NEW CHEQUES THAT WERE ORDERED FOR THE LOCAL?**

600 local cheques were ordered for a cost of \$226.33, or \$0.38 each. This was much cheaper than ordering a smaller number -50 cheques for \$110 = \$2.20/cheque

-200 cheques for \$178 = \$0.81

These handwritten cheques are used for AGM, GHOTS, POTS etc.

## **HOW MANY PAY EDGE ORDERS ARE PROCESSED EACH MONTH?**

The Pay Edge orders are processed two times per month. One Pay Edge orders was processed on April 11/24 for a total of \$14,518.45. All monies were sent by e-transfer for a total of \$30. So far this fiscal year there have been 400 e-transfers for a cost of \$500 and 16 cheques for a total of \$40.

## **HOW MUCH MONEY HAS BEEN RECEIVED FOR INCENTIVE FUNDING THIS FISCAL YEAR?**

\$300 Incentive Funding was received by the Equity and Social Justice Committee for the Islamophobia Affects All Our Students workshop in March.

## **CAN YOU REMIND ME WHAT THE DIFFERENT TYPES OF EXPENDITURES ARE?**

**An unbudgeted expenditure** is an expense not categorized within an existing budget line or a categorized expenditure resulting in a sum total that exceeds the budget for that line.

**Unbudgeted Expenses between \$500 and \$999** shall be approved by the Executive prior to the expenditure.

**Unbudgeted Expenses between \$1,000 and \$25,000** require Executive approval by recorded vote prior to the expenditure. The recorded vote will be reported at the next general meeting. The total of executive-approved unbudgeted expenditures shall not exceed \$25,000 per fiscal year.

**Unbudgeted Expenses greater than \$25,000** require approval by membership vote at a general meeting prior to the expenditure. Notice of the exact motion must be published to advise the membership when such a major expenditure will be tabled at the general meeting.

## **WHO DO I CONTACT IF I HAVE A FINANCIAL QUESTION?**

If you require any explanations, clarifications, or if you have any questions now or in the future about information in the Treasurer Report, please feel free to contact me directly. Sending an email to other Released Officers is not necessary as finances are the job of the Treasurer. If, for some reason, it is not possible to answer you at the time i.e. I need to check records that are not readily available, I will get back to you as soon as possible.

work email: [gailjames@ica.net](mailto:gailjames@ica.net) work cell: 416.458.3451

*Gail James*

*Treasurer*

*ETFO Toronto Occasional Teachers' Local*

1	Compiled Budget Proposals					March 25/24
3	June 2023 Actuals	Current 2023-24 Budget	Current Actuals	Draft Proposed Budget	April 2024 Exec Meeting	
4	<b>INCOME</b>		<b>Executive</b>		<b>Budget Cttee</b>	<b>April 2024 Exec</b>
5	400 ETFO AM Reimbursements	\$10,189.20	11,000	\$11,502.48	12,000	12,011
6	405 ETFO Fee Rebates	\$436,234.32	507,710	\$433,140.35	507,710	507,710
7	Bill 124 Remedy Released Officers (one-time)					17,500
8	Bill 124 Remedy ETFO fees (one-time)					TBD
9	410 ETFO Program Funding		1,500		1,500	1,500
10	415 Interest	\$12,306.70	16,317.50	\$512.94	13,850.48	13,850.48
11	420 Local Levy	\$16,187.66	12,000	\$7,343.23	12,000	
12	Bill 124 Remedy Levy (one-time)					TBD
13	425 Release Time (0.75 Release)	\$67,066.34	84,000	\$90,052.78	84,000	84,000
14	430 Release Time (1.0 President)	\$73,239.51	118,000	\$120,279.32	118,000	118,000
15	435 TDSB Professional Learning Funds	\$25,000.00	25,000	\$25,000.00	25,000	25,000
16	440 Uncategorized Income	\$199.98	50	\$0.00	50	50
17	<b>Total Income</b>	<b>\$640,423.71</b>	<b>\$775,577.50</b>	<b>\$687,831.10</b>	<b>\$774,110.48</b>	<b>\$779,621.60</b>
18	<b>Expenses</b>					
19	600 Accounting	\$27,854.08	30,000	\$13,491.22	25,000	25,000
20	601 Bank Charge	\$2,487.18	3,000	\$1,473.88	3,200	3,200
21	602 Calendar	\$15,536.06	3,000	\$4,318.01	5,000	5,000
22	603 Charitable Donations	\$3,600.00	0	\$0.00	0	0

23	604 Committees	\$4,188.42	5,000	\$168.41	5,000	5,000
24	605 Communication	\$67,430.67	55,000	\$34,090.25	42,820	32,000
25	607 Dependent Care	\$6,781.25	6,000	\$775.00	6,000	6,000
26	608 Election	\$81,209.70	35,000	\$5,512.29	40,000	30,000
27	609 Equity and Social Justice	\$3,733.82	4,000	\$374.30	4,000	4,000
28	610 Exec Expenses	\$1,373.05	1,500	\$100.00	1,500	1,000
29	611 Executive Honouraria	was \$2155.40	was \$9000	was \$4589.85	was \$12000	removed
30	612 Fellowship	\$377.26	800	\$119.08	500	500
31	613 Furniture	\$483.63	3,000	\$0.00	1	2,000
32	614 Health and Safety	\$2,320.80	5,000	\$2,138.90	5,000	2,500
33	615 Insurance	\$3,835.87	4,000	\$1,325.93	4,000	4,000
34	616 IT Support	\$3,220.90	4,000	\$3,287.10	4,000	3,000
35	617 Legal	\$0.00	4,000	\$0.00	4,000	4,000
36	se	\$6,829.66	15,000	\$37,522.47	18,500	
37	621 Meetings-Local AM	\$12,969.32	17,000	\$0.00	12,000	12,000
38	623 Meetings-Fall/ Winter General	\$22,606.59	20,000	\$6,337.03	20,000	15,000
39	624 Meetings - Executive Evening	\$2,155.40	9,000	\$4,589.85	12,000	7,000
40	625 Meetings - Executive Day	\$26,176.69	27,000	\$8,272.01	27,000	27,000
41	626 Meetings-Other	\$59,766.58	20,000	\$7,678.16	20,000	20,000

41	626 Meetings-Other	\$99,766.96	20,000	\$7,676.16	20,000	20,000
42	627 Meetings-OFL/CLC		0	\$0.00	0	0
43	628 New Member Committee	\$502.55	3,000	\$0.00	1,500	1,500
44	629 Membership Recognition	\$10,220.85	4,000	\$0.00	4,000	1,000
45	630 Negotiations/ Grievance	\$5,703.51	80,000	\$9,519.38	80,000	80,000
46	631 Computer Equipment	\$10,796.08	6,000	\$3,824.50	7,500	5,000
47	632 Office Occupancy	\$18,689.90	25,000	\$15,651.02	25,000	10,000
48	633 Office Supplies	\$3,035.03	5,000	\$585.21	4,000	
49	634 Political Action	\$2,986.56	5,000	\$0.00	6,000	
50	635 Professional Learning-committee	\$9,489.96	15,000	\$881.67	15,000	
51	637 Professional Learning Rebate	\$44,497.74	40,000	\$10,059.24	40,000	
52	638 Racialized Committee	\$6,894.20	12,000	\$114.19	8,000	
53	639 Public Relations		3,000	\$0.00	3,000	
54	640 Release Time (daily)	\$3,133.66	5,000	\$0.00	4,000	
55	641 Released Officers	\$475,023.49	500,000.00	\$273,979.82	555,000.00	
56	Bill 124 Remedy retro pay					50,000.00
57	644 Social	\$13,654.22	5,000	\$40.00	10,000	
58	645 Status of Women	\$6,406.06	7,500	\$238.49	7,500	
59	646 Travel	\$7,083.39	6,000	\$2,068.89	6,000	
60	650 Website	\$3,436.31	5,500	\$6,780.00	5,500	

61	<b>Total Expenses</b>	<b>\$976,490.44</b>	<b>\$998,300.00</b>	<b>\$455,316.30</b>	<b>\$1,041,521.00</b>	<b>\$355,700.00</b>
62	<b>Total Income</b>	<b>\$640,423.71</b>	<b>\$775,577.50</b>	<b>\$687,831.10</b>	<b>\$774,110.48</b>	<b>\$779,621.60</b>
63	<b>Net Operating Income</b>	<b>-\$336,066.73</b>	<b>-\$222,722.50</b>	<b>\$232,514.80</b>	<b>-\$267,410.52</b>	<b>\$423,921.60</b>
64		<i>Amount remaining in reserve after 2022-23 year</i>	<i>Amount remaining in reserve after 2023-24 year</i>		<i>Amount remaining in reserve after 2024-25 year</i>	<i>Amount remaining in reserve after 2024-25 year</i>
65	Retained Earnings coming into 2022-2023	\$481,217.61	\$258,495.11		-\$8,915.41	\$682,416.71
66		\$817,284.34			-\$38,755.52 ×	