

EXECUTIVE REPORT

*Lauren Griggs, CFMS VP Finance
2018 Annual General Meeting Report
September 21-23rd, 2018; Montreal, QC*



I. DESCRIPTION OF POSITION

The VP Finance is responsible for overseeing the use of funds throughout the year and the creation of the new budget, as well as seeking sponsorship opportunities and collaborating with external agencies. They are also responsible for developing human resource policies and procedures. The position requires chairing and working with the Finance Committee and Strategic Initiatives Funding (SIF) committee.

II. PRIORITIES & PROJECT AREAS

1. 2018-2019 Budget & 2017-2018 Audit

Throughout the summer months, the 2018-2019 budget was created, and the 2017-2018 audit was conducted. The budget was created through consultation with the board to help further the activities of the CFMS.

2. Sponsorships

At the start of this year, we renewed our major partnership contract with MD Financial for a 5-year contract length. We are currently developing sponsorship opportunities and building relationships with:

- 1) Provincial and Territorial Medical Association's (PTMAs), to become our exclusive partner for Disability Insurance
- 2) MNP, as an AGM sponsor, and possibly a longer-term sponsor, as our exclusive partner for tax services to students
- 3) Telus

3. Strategic Initiative Fund

In March of this year, we awarded the first round of SIF funding to 6 projects. Throughout the summer, we reviewed the SIF process and held another round of SIF funding in September, prior to AGM.

4. Financial Wellness

Through the National Wellness Initiative, there will be two months dedicated to financial wellness. We posted some helpful videos that were created by MD Financial Management to explain important financial concepts, and posted a few helpful resources for our members, to help with their finances.

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5. Human Resources

Over the summer, another staff person was hired to help with day to day operations. Our hope is to develop policies that will guide our future human resources strategy.

6. Other

Early in the term, the SIF and finance committees were created to help with finance operations and the first FinCom meeting was held in December. I was also a part of reviewing and determining the AGM bid, which will be held in Montreal this upcoming September.

III. MEETINGS ATTENDED

Date	Meeting	Location
October 13-15/17	CFMS Fall Board Meeting	Ottawa
October 26/17	MDFM introduction	Teleconference
November 8/17	PTMA's and MDFM	Toronto
November 17/17	FMEQ and Sponsorships	Teleconference
November 19/17	CFMS November Board Meeting	Teleconference
November 19/17	AFMC Call	Teleconference
December 5/17	OnBoard MD	Teleconference
December 7/17	AGM Bid Discussion	Teleconference
December 9/17	Finance Committee	Teleconference
December 10/17	SIGs/SIFs	Teleconference
December 10/17	CFMS December Board Meeting	Teleconference
January 6-7/18	CFMS Winter Board Meeting	Calgary
January 8/18	MNP re. Sponsorship	Teleconference
January 9/18	MDFM	Teleconference
January 31/18	Sponsorship/Services Discussion	Calgary
February 4/18	CFMS February Board Meeting	Teleconference
February 8/18	Checkpoint with Henry	Call
February 10/18	CFMS-MDFM Checkpoint	Teleconference
March 11/18	CFMS March Board Meeting	Teleconference
March 22/18	Financial Literacy Discussion with MDFM	Teleconference
March 23/18	PTMA's re. Sponsorship	Call
March 24/18	SIF Funding	Teleconference
March 31/18	SIF Discussion	Teleconference
April 7/18	Checkpoint with Henry	Call
April 7/18	SIF Discussion	Teleconference
April 8/18	CFMS April Board Meeting	Teleconference

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April 18/18	CFMS Board Meeting	Teleconference
April 26-29/18	CFMS SGM	Halifax
May 20/18	CFMS May Board Meeting	Teleconference
June 2-3/18	CFMS Summer Board Meeting	Toronto
June 12/18	Presidents Roundtable	Teleconference
June 20/18	Meeting with OMA re. Disability Insurance Sponsorship	Call
July 10/18	CFMS Evaluation	Call
July 14/18	CFMS-MDFM Checkpoint	Teleconference
July 17/18	CFMS Board Meeting	Teleconference
August 12/18	CFMS August Board Meeting	Teleconference
September 5/18	Meeting with OMA re. Disability Insurance Sponsorship	Call
September 5/18	Reps Roundtable	Teleconference
September 7/18	CFMS September Board Meeting	Teleconference
September 20-23	CFMS Annual General Meeting	Montreal

V. REFLECTIONS & CONCLUSIONS

It has been a pleasure working for the CFMS Board as VP Finance and getting to know my other board members better, as well as the intricacies of CFMS. I am excited to see where the rest of this year takes me.

Lauren Griggs
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 Vice-President Finance