



BC FERRY & MARINE WORKERS' UNION

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January 9, 2019

Brian Lalli, Chair
BCFMWU Finance Committee

Finance Committee Chair Mandate Letter

I am honoured that you have agreed to serve as the Chair of the Finance Committee.

The mission of the BCFMWU is to strengthen and uphold collective rights and benefits and educate and organize our members. By doing this effectively, we intend to be the leading marine union in Canada. In your role as Chair of the Committee, you must:

- Encourage forward-looking, progressive behaviour;
- Uphold fairness in all that you do;
- Establish trust and respect in your relationships;
- Respect and celebrate diversity amongst our members and the communities in which we operate;
- Support opportunities for further education; and
- Strive for meaningful engagement with our members and the public.

As a Committee, your overarching goal will be to protect the Union's finances and ensure that financial policies and procedures are being followed and make recommendations on areas of concerns. In addition to this you will play a large role in the Union's audit process making recommendations to the auditors. You will also work with the investment advisors to deliver measurable results while working to an ESG (environmental, socially responsible and governance) model of corporate investing. Finally you will work closely with the Trustees in all areas of finance and will seek their input on all areas of financial change.

To do this, your top priorities will be:

- Draft and submit a budget to the Provincial Executive for committee work.
- Engage auditors on areas of financial concern as required.
- Ensure the highest standards of financial accountability and prudent expenditure.
- Work with the Trustees to provide input and draft in concept Financial Policies and procedures around the Financial Guide and Investment Policy.
- Take direction from the Provincial Executive on financial related tasks and policy as required.
- Provide and present a written report to the Provincial Executive quarterly.

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www.BCFMWU.com

AFFILIATED WITH:

BC Federation of Labour

BC Government & Service Employees' Union

Canadian Labour Congress

National Union of Public & General Employees

International Transport Workers' Federation



- Perform random audits of the Locals to ensure compliance with financial policies and procedures of our Union.
- Draft a final report for presentation at the Constitutional Convention outlining your process, goals, successful outcomes and experience.

As a member of this Committee, you are asked to be aware and fully compliant with the BCFMWU *Constitution* and *Financial Guide*. You will be provided with copies of these. Notwithstanding the above, you are advised to review and adopt your own Terms of Reference.

Should you have any questions regarding your responsibilities, please contact me, or our Office Manager.

I know we can count on you to fulfill the important responsibilities entrusted in you. In turn, please know that you can count on me to support you every day in role as a Finance Committee Chair.

Yours truly,

BC FERRY & MARINE WORKERS' UNION

A handwritten signature in black ink, appearing to read 'GJM' followed by a stylized flourish.

Graeme Johnston
Provincial President