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| --- | --- | --- | --- | --- |
| **Name & Amount** | **Define**  **(To be used for)** | **Timeline**  **(To be used when)** | **Justify Amount** | **Spending authority** |
| Transfer $1,612.71 from the Equipment Reserve to Training/Succession Planning.  (originally passed in the 2019 year-end AGM, (but didn’t have this form) | Training/Succession Planning  Training is to be going to the National AMN for the vice president in preparation for succession | Originally to be used in 2020, but Covid-19 came, so expect 2021-22 if able | This is the amount left after the computer purchase. The price has gone down since the original reserve had been set up. We see no need to replace the computer or projector within the next 3 years. | If the amount is under $1,000; the executive will approve, otherwise will go to National for approval |
| Transfer $621,19 from Special Events to Training/ Succession Planning.  (originally passed in the 2019 year-end AGM, but didn’t have this form) | Training/Succession Planning  Training is to be going to the National AMN for the vice president in preparation for succession | The balance left in the Special Events account of $1,198.81 is marked for 2021 for meet and greets with candidates for the federal election.  Training/Succession planning: Originally to be used in 2020, but Covid-19 came, so expect 2021-22 if able | This reserve has been on the books for several years and not marked for any specific event.  The total amount transferred will be used with the above to send a member to Ottawa for AMM with any extra for regional training travel. | If the amount is under $1,000; the executive will approve, otherwise will go to National for approval |
| **Motion to transfer excess contingency of**  **80.79 to Training/ Succession Planning.** | Training/Succession Planning  Training is to be going to other training sessions that require travel to cross train for succession. | To be used in 2021, if possible, otherwise 2022 | The amount will increase the amount available to send a member to the Vancouver lower mainland for a training session. | If the amount is under $1,000; the executive will approve, otherwise will go to National for approval |

Moved by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Carried / Not Carried

**Note:** Either copy and paste the filled-out table directly into the AGM/GM minutes or attach it to minutes **only if** amounts represented in the above table also appear in the minutes. This will help to tie the minutes to the attachment to ensure the documents referred to agree.