



Decision Letter

Civic Theatres - Finance, Audit and Risk Management Committee

Meeting No.	12	Contact	Josephine Archbold, Administrator
Meeting Date	Monday, September 17, 2018	Phone	416-392-4666
Start Time	3:00 PM	E-mail	Josephine.archbold@toronto.ca
Location	Sony Centre for the Performing Arts, Sony Lounge, 1 Front Street East	Chair	Paul Bernards

RZ12.2	ACTION	Amended		
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Finance Policies

Committee Decision

The Finance, Audit and Risk Management Committee, Civic Theatres Toronto recommends that:

1. The Board of Directors, Civic Theatres Toronto approve Policy 303 - Purchase Order Policy as described in Attachment 2 to the report (August 31, 2018) from the Vice President of Finance and Administration, Civic Theatres Toronto.

Decision Advice and Other Information

The Finance, Audit and Risk Management Committee, Civic Theatres Toronto requested the Vice President of Finance and Administration to amend Policy 313 - Procurement Policy as described in Attachment 1 to the report (August 31, 2018) from the Vice President of Finance and Administration, Civic Theatres Toronto, and submit an amended Policy for Board approval to the September 20, 2018 Civic Theatres Toronto Board meeting.

Origin

(August 31, 2018) Report from the Vice President of Finance and Administration, Civic Theatres Toronto

Summary

The purpose of this report is to present an updated purchase order policy and a new procurement policy to the Board.

Background Information

(August 31, 2018) Report from the Vice President of Finance and Administration, Civic Theatres Toronto on Finance Policies
Attachment 1 - Procurement Policy 313
Attachment 2 - Purchase Order Policy 303