

# Money & Mission

Volume VI, Issue 15 - May 4, 2016



## Editorial - Continuity in the Finance Department

The article "Finance Department Restructuring" in this Issue reports on a number of changes in the leadership of the department and a related Appendix lists key positions, effective June 1, 2016.

At first glance, it may appear that major changes are taking place, and that there will be little continuity. However, that impression would not be correct: the department continues to be blessed with a number of personnel who have been with us for an extended period, although a few senior staff has assumed new responsibilities. Some may think that the longest-serving staff member is our Financial Secretary, Paul Goodyear who started in 1987, but Shelley Toner in payroll at THQ arrived in 1981!

No matter how long-serving, every staff member has a role in supporting those who, in the name of The Salvation Army, deliver front-line services to the spiritually and physically needy across the Canada and Bermuda Territory.

# Money & Mission Readership Survey 2016

No fewer than 144 of you took the time to respond to our questions about *Money & Mission* earlier this year. This represents a response rate of 30% which is very respectable for a survey of this nature. We thank all respondents for sharing their views with us.

Most of you are satisfied with *Money&Mission's* length (88%) and its format (76%). With regard to the frequency of publication, almost exactly half would like to see the present schedule of two issues per month from October to June retained. The other half would generally like to move to a monthly schedule, although a number of these would like to see the present content retained, which would make for much longer issues. We have therefore decided to retain the present schedule for the 2016/17 volume.

A good proportion of you indicated you don't just read the issues, but in the previous 12 months had clipped or filed an article for reference (36%), discussed an article or idea with someone (37%), or shared an issue with a colleague or friend (34%).

You told us which topics you would like to see in our newsletter so we will be writing on these throughout the year.

Most gratifying was that almost all of you (90%) said that *Money&Mission* was of medium or high value. As you will appreciate, it takes time and effort to put out our newsletter twice a month, so your overall positive response was very encouraging.

Highlights of the survey findings are as follows:

	<u>% who agree</u>
<b>Readership:</b>	
I read every issue.....	64%
I go right through it, reading most or all of it.....	68%
<b>Format:</b>	
The format is attractive, and easy to read.....	76%
The length is good for a publication of this sort.....	88%
<b>Most useful articles:</b>	
The articles which clarify Salvation Army policies.....	85%
The articles on Agresso.....	57%
The articles on TEM (Travel and Expense Management).....	61%
<b>Topics readers would like to see in future issues:</b>	
Salvation Army policies on expenditures.....	81%
Salvation Army policies on keeping financial records.....	69%
Policies on tax receipting.....	65%
<b>Value of Money &amp; Mission:</b>	
I place a medium to high value on the publication.....	90%

## Finance Department Restructuring

The Finance department is in the process of some restructuring at the management level of the department. The key changes are outlined below.

**Patricia Dunbar**, Assistant Financial Secretary, will retire from her role and full-time employment as of May 31, 2016. Following retirement, she will be employed on a part-time basis as a financial advisor. Her main responsibility will be to continue her role as executive

sponsor of the new human resources and payroll system (UltiPro) implementation.

**Arnold Adey**, Assistant Financial Secretary, has taken on responsibility for oversight of the treasury group and is now the human resources lead for the Finance department. He continues to oversee the accounting groups in St. John's, Winnipeg and Calgary.

**David Dunstan** was appointed as Assistant Financial Secretary in February 2016. He has taken on responsibility as office manager for the Toronto staff and now oversees the payroll and payables groups, as well as continuing to oversee the financial reporting and technology and systems groups.

**Samantha Moss** was appointed as Assistant Financial Secretary in February 2016. She is presently on maternity leave, but will resume her role with responsibility for oversight of all accounting functions upon her return.

**Elad Sharon** has been appointed as Senior Director, Accounts Payable and Payroll. In this new role, Elad oversees the accounts payable group, led by Lori Coleman, Director of Accounting Operations, and the payroll group. A new payroll director will be announced in the near future.

**Rob Holton** has been appointed as Senior Director, Accounting. In this new role, Rob will oversee the accounting groups in the Toronto office, which have responsibility for THQ, the two Ontario DHQs and ministry units in Ontario. The financial accounting group will be split into two, one with responsibility for THQ and the Ontario Great Lakes Division and the other with responsibility for units in Ontario Central East.

**Marilyn DeMara** has been appointed as Director, Training & Education. Marilyn retired from the partnership of KPMG late last year and is now in semi-retirement. She will provide services to the Finance department on a part-time basis and be responsible for coordinating the development of training resources and programs, both for Finance department staff, as well as staff of ministry units who have financial management responsibilities.

An Appendix to this issue provides further information concerning roles and responsibilities within the Finance department.

In addition, readers should be aware that every THQ department, DHQ and ministry unit in the territory has a designated client service representative who is available to help resolve issues or direct you to the right person when you have a query.

## Appendix: Finance Department Senior Staff

June 1, 2016



Key Areas of Responsibility	Name	Title
Accounting for units in Alberta, British Columbia, Yukon Territory and Northwest Territories	<u>Pam McLuskey</u>	Director of Accounting, Calgary
Accounting for units in Manitoba, Northwestern Ontario and Saskatchewan	<u>Christopher Tuk</u>	Director of Accounting, Winnipeg
Accounting for units in Newfoundland & Labrador, Nova Scotia, New Brunswick, Prince Edward Island, Quebec and Bermuda	Wanda Dillon	Director of Accounting, St. John's
Accounting for units in Ontario Central East	[vacant]	Director of Accounting, Ontario Central East
Accounting for units in Ontario Great Lakes and at THQ	[vacant]	Director of Accounting, Ontario Great Lakes & THQ
Accounting oversight – Ontario & THQ	Rob Holton	Senior Director, Accounting
Accounting Policy	Arnold Adey	Assistant Financial Secretary
Accounts Payable – Ontario & THQ	Lori Coleman	Director of Accounts Payable
Accounts Receivable – Ontario & THQ	Albert Corner	Manager, Accounts Receivable
Treasury - Banking, Corporate Finance, Cash Management, Credit Card & Merchant Services	<u>Rozina Aziz</u>	Director of Treasury
Budgetary Planning	David Dunstan	Assistant Financial Secretary
Business Continuity	David Dunstan	Assistant Financial Secretary
Cadet Student Loans	R. Paul Goodyear	Financial Secretary
Capital Project Financial Schemes	Rob Holton	Senior Director, Accounting
Charitable Receipting	David Dunstan	Assistant Financial Secretary
Charitable Registration	David Dunstan	Assistant Financial Secretary
Client Relationship Management	Arnold Adey	Assistant Financial Secretary
Communications	R. Paul Goodyear	Financial Secretary
Compensation & Benefits	Arnold Adey	Assistant Financial Secretary
Estates & Legacies	R. Paul Goodyear	Financial Secretary
External Audit	David Dunstan	Assistant Financial Secretary
Finance Department - general administration	David Dunstan	Assistant Financial Secretary

Finance Department – human resources management	Arnold Adey	Assistant Financial Secretary
Finance Department – policy & strategy	R. Paul Goodyear	Financial Secretary
Financial Management	R. Paul Goodyear	Financial Secretary
Financial Planning & Budgeting	David Dunstan	Assistant Financial Secretary
Financial Reporting	<u>Justin Yantha</u>	Director of Financial Reporting
Financial Systems	<u>Clark Shiao</u>	Director of Technology & Systems
Fiscal Strategy & Policy	R. Paul Goodyear	Financial Secretary
HR & Payroll Systems	Keely Harris	Director, HRIS
HR & Payroll Systems Implementation	Patricia Dunbar	Financial Advisor & Executive Sponsor, HRIS project
Imagine Canada Accreditation	Lt. Colonel Neil Watt	Senior Advisor to the Financial Secretary
Income Tax	Arnold Adey	Assistant Financial Secretary
Indirect Taxation (GST, HST)	Arnold Adey	Assistant Financial Secretary
Internal Controls	Arnold Adey	Assistant Financial Secretary
Investment Management	William J. Stafford	Director of Investments
Looking Forward – retirement e-zine	R. Paul Goodyear	Financial Secretary
Money & Mission – financial management e-zine	<u>Alister Mason</u>	Financial Advisor & Managing Editor
Officer Allowances & Benefits	Arnold Adey	Assistant Financial Secretary
Officer Pensions & Post Retirement Benefits	R. Paul Goodyear	Financial Secretary
Operating Policy Manual – finance issues	Arnold Adey	Assistant Financial Secretary
Overseas Disbursements	<u>Justin Yantha</u>	Director of Financial Reporting
Payables & Payroll oversight	<u>Elad Sharon</u>	Senior Director, Payables & Payroll
Payroll	Arlene Cabal	Director of Payroll
Risk Management	R. Paul Goodyear	Financial Secretary
Specified Donations	R. Paul Goodyear	Financial Secretary
Territorial Finance Manual	R. Paul Goodyear	Financial Secretary
Training & Education	<u>Marilyn DeMara</u>	Director of Training & Education

For back issues and printable versions of this newsletter, please click here  
to go to our webpage

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## For more information...

Please click [here](#) for back issues of *Money & Mission*, to see our index by topic or to find a printable version.

For more information about the Finance Department, please visit  
<http://salvationist.ca/departments/finance/>

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