

Call to Order – 9:30 am, November 27, 2014 | MBC 2294

**1. Roll Call of Attendance**

**Committee Composition**

Vice President Finance (*chair*) ..... Adam Potvin  
Executive Officer ..... Zied Masmoudi  
Board of Directors Member ..... Shadnam Khan  
Councilor ..... David Chapman  
Student At-Large..... Barbara Szymczyk

**Society Staff**

Executive Director ..... Colleen Knox  
Finance Coordinator..... Vanessa Kwong  
Minute Taker ..... Dion Chong

**Regrets**

Executive Officer ..... Kayode Fatoba

**Absent**

Board of Directors Member ..... Deepak Sharma  
Councilor ..... Gursheer Sidhu  
Student At-Large..... Baqar Hassan

**2. New Business**

**a. Increase – Food and Beverage Services**

**MOTION FASC 2014-11-27:04**

Khan

*Be it resolved that* FASC recommend to Board to increase FBS (Dept. 19) by \$24,642 (to account for its worse-than-expected losses) from unrestricted surplus

Food and Beverage Services had a budgeted deficit, but has exceeded the deficit as of September 30th. Includes operating costs of FBS. Commercial Services Committee 2014-11-20 had reviewed the financial statements of FBS.

**CARRIED**

**b. Reallocation – Communications Office Supplies**

**MOTION FASC 2014-11-27:05**

Masmoudi

*Be it resolved that* FASC approve a \$350 re-allocation from BOD office supplies (720/20) to Communications Office office supplies (720/17)

Directors lost a camcorder battery (EPCOM - open mic night) and a table throw (ADV - Young Innovators Crawl). Concern was raised around the procedures around directors signing out communications office materials.

Due to limited budget to BOD office supplies line item (720/17), the budget would be reallocated from each area. Concern was raised around FASC making changes to the budgets from committees

**CAMCORDER COST REFERRED TO EPCOM**

**TABLE RUNNER COST REFERRED TO ADV**

**c. Increase – Organization Welcome To The New Year Party**  
**MOTION FASC 2014-11-27:06**

Khan

*Be it resolved that FASC recommend to Board to increase good & welfare by \$2,800 (896/31) for upcoming from unrestricted surplus.*

Organizational tradition – the party had been budgeted in the initial 2014/2015 budget, but was cut as a result of financial constraints at the time. The amount was based on quotes from the FBS and volunteer party coordinators, combining with the current Good and Welfare for a total of \$3800 within the line item. In the previous year, the budget within the line item had been \$5000.

The Executive Director had put the item forward. It was highlighted that this was the only opportunity for the FBS and Admin staff to celebrate together with the Board. It was seen as a positive opportunity for employer/employee relations from both staff and management.

**CARRIED**

**3. Attachements**

Budget Increase From Dept 19 FBS.pdf [*partially redacted, as unaudited statements were attached*]

DEPT17 INTERNAL REALLOCATION.pdf

SFSS Budget Increase - SFSS Welcome to the New Year Party 2015.pdf

**4. Adjournment 9:57am**

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DC /CUPE 3338



## Operating Budget Amendment Form Budget Reallocation

Submission Date: (MM/DD/YY) \_\_\_\_\_

Budget Amendment Initiator/Dept.: \_\_\_\_\_

Approving Body: (FASC/BOD) \_\_\_\_\_

*Please fill out only for a budget reallocation. The account number and description can be obtained from the SFSS Finance Office. Please provide a copy of this form to the Minute Taker for inclusion in the minutes.*

**FROM:**

Account Number \_\_\_\_\_ / \_\_\_\_\_ & Description \_\_\_\_\_

Amount: \$ \_\_\_\_\_

**TO:**

Account Number \_\_\_\_\_ / \_\_\_\_\_ & Description \_\_\_\_\_

Amount: \$ \_\_\_\_\_

**Budget Reallocation Rationale: (Attach any other supporting documentation)**

**Budget Reallocation Motion:**

BIRT FASC/Board/Executive approve the reallocation of \$\_\_\_\_\_ from

line item \_\_\_\_\_ / \_\_\_\_\_ to  
(description) (account #)

line item \_\_\_\_\_ / \_\_\_\_\_  
(description) (account #)