

1. CALL TO ORDER

Call to Order – 9:05am

2. TERRITORIAL ACKNOWLEDGMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Composition

Vice President Finance Barbara Szymczyk
Executive Officer Deepak Sharma
Board of Directors Jas Hans
Board of Directors Hangue Kim
Councilor Anjali Biju
Student At-Large Ibrahim Hafeez
Financial Coordinator Kurt Belliveau
Minute Taker Carmela Frouws

3.2 Regrets

Councilor..... Mohammad Ali
Executive Officer..... Kathleen Yang

3.3 Absent

Student At-Large..... Taufeeq Kashtwari

4. RATIFICATION OF REGRETS

MOTION FASC 2016-03-02:01

ANJALI/IBRAHIM

Be it resolved to ratify the regrets from: Mohammad Ali and Kathleen Yang

CARRIED AS AMMENDED

Discussion

- Mohammad Ali - Academic Requirement
- Kathleen Yang – Illness: ratification of regrets will be retroactively approved at the meeting on March 23, 2016. Regrets were sent to the Committee ahead of time.

5. ADOPTION OF THE AGENDA

MOTION FASC 2016-03-02:02

ANJALI/HANGUE

Be it resolved to adopt the agenda as presented.

CARRIED

****Deepak arrived at 9:08am**

6. MATTERS ARISING FROM THE MINUTES

MOTION FASC 2016-03-02:03

ANJALI/HANGUE as amended by JAS/IBRAHIM

Be it resolved to postpone the minutes from: 2015-11-03 and 2016-01-20 to the next meeting.

CARRIED AS AMMENDED

7. NEW BUSINESS

7.1 WAGES

MOTION FASC 2016-03-02:04

DEEPAK/IBRAHIM

Whereas at this point in the fiscal year there are unspent wages that will not be utilized

Be it resolved to reallocated \$27,000** from 901/13 Regular Wages, \$5,210 from 911/24 Resource Assistant Wages, and \$6,750 from 911/27 Project Workers be reallocated to the unrestricted surplus

CARRIED AS AMMENDED

DISCUSSION

- The wages in all three line items will not be used up due to where we are in the fiscal year.
- There was a time when the positions in the Women's Centre and Out on Campus were not filled leading to room in both the line items.
- This is not the full amount being reallocated from 901/13 Regular Wages because there is another reallocation coming to Board for this line item.

7.2 CONFERENCES

MOTION FASC 2016-03-02:05

IBRAHIM/HANGUE

Be it resolved that FASC recommend to Board that \$2,470 be reallocated from the unrestricted surplus to 740/20 Conferences/Lobbying

CARRIED

DISCUSSION

- \$1000 was budgeted for Conferences/Lobbying

- Due to many opportunities that Board felt it would bring value to the group, individuals attended a larger amount of conferences than was budgeted for.
- It was decided to make a reallocation later to account for this greater spending.

7.3 MEMBERSHIP ENGAGEMENT

MOTION FASC 2016-03-02:06

IBRAHIM/ANJALI

Be it resolved that FASC recommend to Board that \$858 be reallocated from the unrestricted surplus to 886/17 Membership Engagement

CARRIED

DISCUSSION

- Historically, this used to come out of Advertising, however with new staff overseeing their department, it was decided that it would be taken from 886/17 Membership Engagement in order to not tie the hands of the Communications Department.

8. DISCUSSION ITEMS

• BUDGET UPDATE

- Barbara has had preliminary conversations with the Chief Executive Officer. It was discussed that instead of pushing presentations on the committee, it would be a more review process.
- The budgets would first be reviewed by the Finance Committee and then will be presented to the Board by the VP Finance.
- The budget is currently in the preliminary stage and the drafts have not yet been completed.
- The Committee was assured that ample time would be given for them to review the budget.
- A question was asked if copies of the other SFSS services could be forwarded to the Committee, such as FBS, copy centre, etc.
 - The Financial Coordinator informed the committee that the statements were sent to the VP Finance for January.

• NEXT MEETING

- The Committee was informed to expect weekly meetings going forward.

9. ATTACHMENTS

- GL!Dept 13 - Jan 2016

- GL!Dept 17 - Jan 2016
- GL!Dept 20 - Jan 2016
- GL!Dept 24 - Jan 2016
- GL!Dept 27 - Jan 2016

10. ADJOURNMENT

Adjournment – *9:24am*

SIMON FRASER STUDENT SOCIETY
Out On Campus - Dept 27
Statement Of Wages And Expenditures
For The 9 Months Ended January 31, 2016
Draft Statement Only - Unaudited

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	YTD DIFF	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
GSS Contribution	448	4,030	4,030	0	5,373	1,343
TOTAL REVENUE	448	4,030	4,030	0	5,373	1,343
Coordinator Wages	4,485	29,065	33,680	4,615	44,216	15,151
Top Up / Overtime Wages	0	0	940	940	1,519	1,519
Admin Assistant / PW / WS Wag	2,715	19,389	32,169	12,780	41,664	22,275
CPP/EI/WCB	498	3,498	4,813	1,315	6,361	2,863
Other Benefits	182	1,426	3,694	2,268	4,828	3,402
Health Benefits	720	3,111	2,891	(220)	3,902	791
WAGES & BENEFITS	8,601	56,489	78,187	21,698	102,490	46,001
Advertising	0	0	1,125	1,125	1,500	1,500
Telephone	62	558	567	9	756	198
Copies/Printing	99	451	563	112	750	299
Office Supplies/Expenses	303	1,657	1,450	(207)	1,900	243
Resources/Books	0	143	1,550	1,407	2,000	1,857
Conference & Travel	0	2,159	1,350	(809)	1,800	(359)
Programming	717	6,512	12,656	6,144	16,875	10,363
Job Development	0	1,218	1,550	332	2,000	782
Annual Retreat	0	0	0	0	4,000	4,000
Bursary Contribution	0	0	0	0	2,000	2,000
EXPENDITURES	1,181	12,697	20,811	8,114	33,581	20,884
NET EXPENDITURES	9,333	65,156	94,968	29,812	130,698	65,542

Reviewed By: _____ **Date:** _____

Coordinators Name: (printed) Devyn Stock

Notes:
(Include action item if necessary)

VP Finance Approval: _____ **Date:** _____

VP Finance Name: (printed) Barbara Szymczyk

SIMON FRASER STUDENT SOCIETY
Women's Centre - Dept 24
Statement Of Revenues And Expenditures
For The 9 Months Ended January 31, 2016
Draft Statement Only - Unaudited

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	YTD DIFF	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
GSS Contribution	398	3,578	3,578	0	4,770	1,192
TOTAL REVENUE	398	3,578	3,578	0	4,770	1,192
Coordinator Wages	5,382	35,097	35,883	786	46,647	11,550
Resource Assistant Wages	1,626	7,530	14,567	7,037	18,914	11,384
CPP/EI/WCB	521	3,326	3,969	643	5,142	1,816
Other Benefits	343	2,452	3,044	592	4,268	1,816
Health Benefits	205	1,604	1,818	214	2,424	820
WAGES & BENEFITS	8,078	50,009	59,281	9,272	77,395	27,386
Advertising	0	25	2,250	2,225	3,000	2,975
Telephone	71	639	702	63	936	297
Copies/Printing	34	143	1,450	1,307	1,900	1,757
Office Supplies/Expenses	(100)	1,483	1,211	(272)	1,614	131
Subscriptions	0	0	338	338	450	450
Resources/Books	874	1,825	2,250	425	3,000	1,175
Conferences	0	879	1,900	1,021	2,500	1,621
Mileage	28	53	113	60	150	97
Dues & Memberships	0	0	288	288	400	400
Job Development	27	727	775	48	1,000	273
Childcare	0	225	275	50	365	140
Special Events / Outreach	628	5,439	10,800	5,361	14,500	9,061
EXPENDITURES	1,562	11,438	22,352	10,914	29,815	18,377
TOTAL WAGES/EXPENDITURE	9,640	61,447	81,633	20,186	107,210	45,763
NET EXPENDITURES	9,243	57,869	78,055	20,186	102,440	44,571

Reviewed By: _____ **Date:** _____

Coordinators Name: (printed) Leah Horlick

Notes:
(Include action item if necessary)

VP Finance Approval: _____ **Date:** _____

VP Finance Name: (printed) Barbara Szymczyk

SIMON FRASER STUDENT SOCIETY
Board Of Directors - Dept 20
Statement Of Wages And Expenditures
For The 9 Months Ended January 31, 2016
Draft Statement Only - Unaudited

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	YTD DIFF	ANNUAL BUDGET	BUDGET REMAINING
ADMINISTRATIVE-BOD						
Stipends - Executive	10,500	90,337	94,500	4,163	126,000	35,663
Stipends - Non-Executive	8,750	70,165	75,497	5,332	101,747	31,582
Stipends - Council	(589)	6,551	17,550	10,999	23,400	16,849
CPP/EI/WCB	722	6,397	9,000	2,603	12,000	5,603
Childcare	0	0	450	450	600	600
Legal Services - General	0	4,870	14,750	9,880	20,000	15,130
Management Consultant	2,061	31,516	33,750	2,234	45,000	13,484
Telephone	84	1,856	3,240	1,384	4,320	2,464
Copies/Printing	(18)	383	1,057	674	1,276	893
Office Supplies/Expenses	84	688	1,475	787	2,000	1,312
Conference & Travel	0	3,470	775	(2,695)	1,000	(2,470)
Per Diem	0	278	450	172	600	322
BOD Retreat/Orientation	0	4,225	5,900	1,675	5,900	1,675
Council	0	518	1,125	608	1,500	983
Annual / Special General Meetin	0	10,724	7,500	(3,224)	15,000	4,276
Student Employee Rep Wages	0	0	1,089	1,089	1,452	1,452
Shop Steward Wages	0	0	2,586	2,586	3,360	3,360
Honouraria	0	150	3,600	3,450	4,800	4,650
TOTAL ADMINISTRATIVE	21,593	232,129	274,294	42,165	369,955	137,826
SERVICES-BOD						
Legal Aid - Clinic	0	8,252	10,750	2,498	14,500	6,248
Clubs/Activity Day	0	7,545	8,500	955	11,500	3,955
Events - Special / Large-Scale	315	(11,012)	20,000	31,012	20,000	31,012
Events - Committee	(761)	5,417	14,750	9,333	20,000	14,583
Film License	0	1,260	1,350	90	1,350	90
Advocacy	2,786	11,377	30,250	18,873	40,000	28,623
Surrey Campus Representation	985	3,830	7,750	3,920	10,000	6,170
Laurine Harrison Bursary	0	500	500	0	500	0
Bursary Contribution	0	22,000	22,000	0	22,000	0
TOTAL SERVICES	3,324	49,169	115,850	66,681	139,850	90,681
TOTAL EXPENDITURES	24,918	281,298	390,144	108,846	509,805	228,507

Notes:

(Include action item if necessary)

VP Finance Approval:

Date:

VP Finance Name: (printed)

Barbara Szymczyk

SIMON FRASER STUDENT SOCIETY
Communications Office - Dept 17
Statement Of Wages And Expenditures
For The 9 Months Ended January 31, 2016
Draft Statement Only - Unaudited

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	YTD DIFF	ANNUAL BUDGET	BUDGET REMAINING
Coordinator Wages	6,586	42,511	43,906	1,395	57,076	14,565
Top Up / Overtime Wages	0	564	2,835	2,271	3,780	3,216
Minute Taker / Social Media Wa	2,799	17,617	23,512	5,895	33,589	15,972
CPP/EI/WCB	683	4,599	5,505	906	7,245	2,646
Other Benefits	1,166	3,045	4,291	1,246	5,560	2,515
Health Benefits	75	457	1,818	1,361	2,424	1,967
WAGES & BENEFITS	11,308	68,794	81,867	13,073	109,674	40,880
Advertising	194	5,416	7,950	2,534	9,450	4,034
Telephone	62	569	567	(2)	756	187
Copies/Printing	110	1,298	1,350	52	1,800	502
Office Supplies/Expenses	0	712	1,400	688	1,850	1,138
Subscriptions	164	4,455	5,874	1,419	6,234	1,779
Resources/Books	0	0	155	155	200	200
Job Development	0	0	1,125	1,125	1,500	1,500
Web Site And Tech Support	302	11,749	9,450	(2,299)	11,400	(349)
Membership Engagement	0	858	0	(858)	0	(858)
EXPENDITURES	831	25,057	27,871	2,814	33,190	8,133
TOTAL WAGES/EXPENDITURE	12,139	93,851	109,738	15,887	142,864	49,013

Reviewed By: _____ **Date:** _____

Coordinators Name: (printed) **Sindhu Dharmarajah**

Notes:
(Include action item if necessary)

VP Finance Approval: _____ **Date:** _____

VP Finance Name: (printed) **Barbara Szymczyk**

SIMON FRASER STUDENT SOCIETY
General Office - Dept 13
Statement Of Revenues And Expenditures
For The 9 Months Ended January 31, 2016
Draft Statement Only - Unaudited

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	YTD DIFF	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
Sales	3,938	36,756	35,150	(1,606)	44,450	7,694
Cost of Sales	0	3,097	4,600	1,503	4,600	1,503
TOTAL REVENUE	3,938	33,660	30,550	(3,110)	39,850	6,190
Coordinator Wages	11,968	78,176	94,139	15,963	136,027	57,851
Student Wages	3,510	32,057	35,269	3,212	46,315	14,258
CPP/EI/WCB	1,111	7,721	9,468	1,747	13,542	5,821
Other Benefits	728	3,814	8,215	4,401	10,900	7,086
Health Benefits	562	4,750	5,964	1,214	8,590	3,840
WAGES & BENEFITS	17,880	126,518	153,055	26,537	215,374	88,856
Bank & Interest Charges	110	2,158	1,575	(583)	2,100	(58)
Cash (Over)/Short	(7)	(2,634)	0	2,634	0	2,634
Telephone	120	1,080	1,089	9	1,452	372
Copies/Printing	40	243	799	556	982	739
Office Supplies/Expenses	153	1,784	1,125	(659)	1,500	(284)
Database Hosting And Maintena	0	1,348	2,010	662	2,679	1,331
EXPENDITURES	416	3,979	6,598	2,619	8,713	4,734
TOTAL WAGES/EXPENDITURE	18,296	130,498	159,653	29,155	224,087	93,589
NET EXPENDITURES	14,358	96,838	129,103	32,265	184,237	87,399

Reviewed By: _____ **Date:** _____

Coordinators Name: (printed) L Jones / A Merino

Notes:
(Include action item if necessary)

VP Finance Approval: _____ **Date:** _____

VP Finance Name: (printed) Barbara Szymczyk