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## WINDSOR CASTLE BAR


### Annual Budget-2013-2014

|                                 | 2013/14          | 2011/12          |                  |   |
|---------------------------------|------------------|------------------|------------------|---|
|                                 | Draft Budget     | Budget           | Actuals          | Notes   |
| <b>Revenues</b>                 |                  |                  |                  |   |
| Gross Sales                     | \$150,000        | \$177,000        | \$133,880        | 2011/12 - Includes \$7,000 ticket sales . 2013/14 - Target sales of \$3,061 x 49 weeks  |
| Rental/Pepsi Revenues           | \$3,800          | \$0              | \$4,335          | 2013/14 - \$1,000 rental, \$2,800 Pepsi   |
| ATM Income                      | \$2,200          | \$0              | \$2,129          | 2013/14 - \$150 x 12 months   |
| Donations/Sponsorships          | \$0              | \$4,000          | \$774            |   |
| Membership Revenues             | \$7,500          | \$1,180          | \$0              |   |
| Other                           | \$0              | \$3,000          | \$0              |   |
| <b>Total Revenues</b>           | <b>\$163,500</b> | <b>\$185,180</b> | <b>\$141,118</b> |   |
| <b>Expenses</b>                 |                  |                  |                  |   |
| Cost Of Goods Sold              | \$75,000         | \$86,400         | \$75,196         | 2013/14 - costs average 50% of sales  |
| Payroll                         | \$76,200         | \$72,200         | \$70,753         | 2013/14 - 5 bar staff at 10 hrs/wk for 49 weeks plus statutory benefits (EI, CPP); bar/house manager - based on annual salary, plus benefits, with inflation and annual increase factored in. |
| Administration Expenses         | \$7,000          | \$0              | \$6,784          |   |
| Other Expenses Related to Reven | \$0              | \$0              | \$0              |   |
| Professional Development        | \$1,000          | \$0              | \$0              | Training for House Manager  |
| Special Projects                | \$4,000          | \$0              | \$0              | Unforeseen or capital expenses  |
| <b>Total Expenses</b>           | <b>\$163,200</b> | <b>\$158,600</b> | <b>\$152,733</b> |   |

**WINDSOR CASTLE BAR**

|                                 |              |                 |                   |  |
|---------------------------------|--------------|-----------------|-------------------|--|
| <b>Net Surplus/Deficit</b>      | <b>\$300</b> | <b>\$26,580</b> | <b>(\$11,615)</b> |  |
| <b>Note:</b>                    |              |                 |                   |  |
| The fiscal year runs from Septe |              |                 |                   |  |
| This budget document compar     |              |                 |                   |  |
| The budget and actuals for 201  |              |                 |                   |  |

### Annual Budget-2013-2014

|  | 2013/14          | 2011/12          |                  |   |
|--|------------------|------------------|------------------|---|
|  | Draft Budget     | Budget           | Actual           | Notes   |
|  Graduate Student Association<br>University of New Brunswick<br>and St. John's University |                  |                  |                  |   |
| GSA Fees-Fredericton   | \$167,625[1]     | \$133,650        | \$131,146        | FT now \$52, previously \$43.50.; PT now 50% (\$29), 1,000 FT students, 600 PT. Includes \$5.00 services fee for all students. Very small increase in students. |
| GSA Fees-St.John   | \$15,067         | \$8,025          | \$7,349          | Projecting increase in students, inc FT from \$29.75 to \$30.5 (3%) and PT from \$12 to \$15.25 (14%). Also part time now if 50% of FT.                         |
| Orientation Donation   | \$2,000          | \$0              | \$3,970          | Lower than last years actual as it is based on departmental financial donations for orientation.  |
| C&C Transfer-Insurance Admin   | \$4,000          | \$4,000          | \$4,000          | C&C donates back to GSA.  |
| Fundraising  | \$1,000          | \$1,000          | \$1,000          | Conference Donations  |
| ISIC Fees & Other Income   | \$1,000          | \$0              | \$1,339          | ISIC Fees + Other Income  |
| <b>Total Revenues</b>  | <b>\$190,692</b> | <b>\$146,675</b> | <b>\$148,803</b> |   |
| <b>Expenses</b>  |                  |                  |                  |   |
| Accounting and Audit Fees  | \$4,000          | \$4,000          | \$3,161          | Possible increase due to inflation & reflecting that previous Office Manager is gone so may have to pay for more work this year.                                |
| Canadian Federation Of Students Fees   | \$11,000         | \$10,000         | \$10,000         | Projecting an increase from CFS.  |
| Conferences and Travel   | \$1,000          | \$0              | \$1,644          | Money available for Executive to travel or for students to apply for travel grants.   |
| Contingency  | \$4,191          | \$0[2]           | \$0              | 2.5% of Revenue - contingency for any unforeseen expenses.  |
| Departmental Society Operating Grants  | \$48,038         | \$40,095         | \$41,504         | 30% of Fees - automatic calculation   |
| Elections - CRO Honoraria & related costs  | \$500            | \$100            | \$0              | Small amount in case of costs for elections and to compensate CRO.  |
| Executive and Employee Expenses  | \$0              | \$700            | \$0              | n/a   |
| Graduate Research Conference   | \$3,000          | \$2,000          | \$2,679          | Budget for annual GRC - good turn out prior yr. Expenses monitored by GSA Executive.  |

**Annual Budget-2013-2014**

|   | <b>2013/14</b>      | <b>2011/12</b> |                |  |
|---|---------------------|----------------|----------------|--|
|   | <b>Draft Budget</b> | <b>Budget</b>  | <b>Actual</b>  | <b>Notes</b>   |
| Graduation/GSA Promotion                | 1,000               | 500            | 0              | Money to be spent congratulating students on completion of degree. i.e. BBQ, or a drink ticket.                    |
| Honorarium                              | 18,800              | 18,800         | 15,756         | Represent max amount possible for all executive to receive.  |
| Orientation - includes` Chair Honoraria | 4,500               | 2,000          | 4,122          | Increase to reflect increased costs of fall orientation. Have dramatically scalled back winter orientation.        |
| Public Relations                        | 0                   | 150            | 0              | n/a  |
| Salaries and Benefits                   | 28,433              | 33,680         | 30,454         | Includes salary, and benefits for Office Manager   |
| Professional Development                | 1,000               | 0              | 0              | PD for Office Manager  |
| Student Handbook (CFS)                  | 0                   | 1,000          | 1,339          | Executive recommends not purchasing any.   |
| Student Media Fund                      | 6,000               | 6,000          | 5,000          | Open up media fund to organizations to apply for. No longer anticipate auto allocations to Brunswicken and QWERTY. |
| ANH Building Fund                       | 5,000               | 5,400          | 0              | GSA to contribute to fund for building purchase or expansion.  |
| Services Fees expenses                  | 7,500               | 0              | 0              | Fees to provide additional services to students, such as costs of AGM's, BBQ's etc.                                |
| Bank Charges                            | 400                 | 0              | 357            |  |
| ANH Maintenance                         | 600                 | 2,000          | 500            | Repair/Maintenance of Grad House & the Security System   |
| Insurance (Directors+Building)          | 5,600               | 1,300          | 5,571          | Covers directors insurance for the Exec and building insurance.  |
| Council Meetings                        | 1,550               | 1,200          | 1,277          | Includes extra meetings (10 per year at \$155ea.)  |
| Office Overhead                         | 4,500               | 3,000          | 4,251          | Telephone, Office Supplies, Website  |
| Special Projects Fund                   | 20,000              | 1,200          | 0              |  |
| UNBSJ-GSA Fee Remittance                | 14,067              | 7,618          | 7,349          | Exact amount collected for fees - \$1,000 toward administration expenses.  |
| Donations                               | 0                   | 0              | 220            | n/a  |
| <b>Total Expenses</b>                   | <b>190,678</b>      | <b>140,743</b> | <b>135,183</b> |  |

**Annual Budget-2013-2014**

|                        | 2013/14      | 2011/12      |               |  |
|------------------------|--------------|--------------|---------------|--|
|                        | Draft Budget | Budget       | Actual        | Notes  |
| <b>SURPLUS/DEFICIT</b> | <b>14</b>    | <b>5,932</b> | <b>13,620</b> | Actual 2011/12 Surplus has not been confirmed. Expecting figure from accountant soon as there are adjustments. |

|                  | 2011-12<br>Fredericton | 2011-12<br>St. John | 2012-2013<br>Fredericton | 2013-14<br>Fredericton |
|------------------|------------------------|---------------------|--------------------------|------------------------|
| Student Strength |                        |                     |                          |                        |
| Full Time        | 986                    | 140                 | 908                      |                        |
| Part Time        | 590                    | 148                 | 600                      |                        |

| <u>Jeff</u>                   | <u>Amount</u>      |                        | Krista |
|-------------------------------|--------------------|------------------------|--------|
| Salary                        | \$23,569.00        | 25 Hrs a week for 49 w |        |
| Benefits( EI, CPP, Worksafe)  | \$4,713.80         |                        |        |
| <b>Total</b>                  | <b>\$28,282.80</b> |                        |        |
| Parking Benefit               | \$150.00           |                        |        |
| Professional Development Exp. | \$1,000.00         |                        |        |
| <b>Total</b>                  | <b>\$29,432.80</b> |                        |        |



1. Danish Wasim:

Full time increased by 13.8%

Part Time increased by 21% increase.

2. Danish Wasim:

2.5% of Revenue (133650+4000+1000)