

## Executive Committee Work Summary

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Bipin Kumar. B	VP Finance	February 10, 2017	January 2017
Name	Position	Date Submitted	Reporting Period

### Consultation and Representation

- Attended Student Experience Committee.
- Met with RBC Manager to discuss regarding GSA accounts.
- Discussed with Financial services regarding GSA Trust Funds.

### Research and Legislation

- Made the Budget for 2017-18
- Started moving banking operations online to enable efficiency and easier tracking of accounts.
- Adopted new Payroll system for GSA
- Also looking forward to clean up our old books as books were never properly maintained since 2011.
- Looking to move payments to vendors online.
- Met with RBC and Investors Group advisors to discuss investment options from GSA Surplus.
- Made a plan on how to use GSA surplus.

### Committees and Boards

- Handed over the role of VP Administration to Benoit Leblanc.
- Part of the GRC Committee.
- Created the new GRC website.

### Events Hosted

- Organized the Graduate Students' Consultation to reach out to members.
- Organized the first board games night.

### Projects and Goals

- Looking forward to clean up the books and set the accounts straight, so 2017-2018 can begin with a clean slate.
- Establishing new system of operations to simplify accounting, bookkeeping etc.
- Develop new Standard operating procedure for operation of GSA accounts.

**Announcements** – N/A