

Executive Committee Work Summary

Name	Position	Date Submitted	Reporting Period
Melinda Moore	VP Finance		November 2014

Consultation and Representation: Working with system developed to track current finances and compare to budget actuals. (still missing last year's accounting, sent our prior to Fall 2013). Working closely with Krista Harris to acclimate her to the new role, as well as to prepare the weekly bookkeeping and payroll for outsourcing. Preparing financial summaries and working on the budget proposal for the new year. Anticipate: February 2014. Well underway in working with the current budget.

Research and Legislation: N/A

Committees and Boards: The Finance Committee will be one member short now that the Office Administrator position and Bar Manager positions have been amalgamated. Although the bylaws have not been updated to reflect the new employee structure, I would like to call for another member of council to fill the vacancy as the new budget will be discussed in January and I would like a full committee for the discussion. Finance Committee has begun plan for budget meeting in January to prepare the budget for the September 2015-August 2016 year. Continue to sit on the Bylaw committee which has been active in dealing with proposed changes to bylaw IV (Finances) regarding honoraria.

Financial Oversight: Still waiting on the statements from the accountants (Sent out by previous administration). Receiving these will be a major factor for improving the overall organization of the GSA's day to day financial operations. Waiting on wrap up from Orientation committee to reconcile Orientation line-item spending. Talked with Krista Harris regarding grad house improvement and bar improvement line items in the budgets, we are excited for some great improvements this year.

Projects and Goals: Clean up organization and administration and begin preparing year end financial report to present to council as soon as the budgeted year has been completed and all expenses have been made and documented (as expected, still waiting on final wrap up from previous fiscal year). Prepare the proposed budget. This will take up a large amount of time, and so will be the bulk of my GSA contribution for until it is presented to council in February 2015.

Announcements: The Finance Committee has one vacancy, no experience with finance required, if you have any interest in joining the committee or any questions or concerns regarding the finances of the GSA please e-mail me.

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