

## Executive Committee Work Summary

Name	Position	Date Submitted	Reporting Period
Melinda Moore	VP Finance		March 2015

**Consultation and Representation:** Changed gears — This month I am tackling the account management situation with RBC. The GSA's bank accounts have been difficult to access following a switch in management of our accounts on the bank's side. This has been proving difficult to sort out. This has not allowed me to keep up with system developed to track current finances and compare to budget actuals. (still missing 2012 and 2013 accounting, sent our prior to Fall 2013). Due to unforeseen circumstances, Krista has needed to take medical and maternity leave sooner than expected. In her place, and with little notice, Cody Waite (long-time employee, assistant manager, and GSA Council Chair) has been hired as her replacement during this time.

**Research and Legislation:** N/A

**Committees and Boards:** The Finance Committee is once again full! 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. Since the Finance Committee has worked so hard over the last few months without reward, in preparation for the budget, I have made the decision to not hold Finance Committee meetings for March and April. I continue to notify them via e-mail in regards to issues arising. We will meet in May to discuss summer spending.

**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. This has been made more imperative since we now have new management at our bank over the GSA's accounts. Complications on that end have made it difficult to access our organization's account information. Attempting to straighten this out with the bank. Have managed to receive some missing statements, however I am still missing current ones, continuing.

**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).

**Announcements:** The Finance Committee is full! (Thanks again to the committee members!) If you have any questions or concerns regarding the finances of the GSA please e-mail me.

Email: [vpfinance@unbgsa.ca](mailto:vpfinance@unbgsa.ca)