

## Executive Committee Work Summary

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

**Consultation and Representation:** Preparations are under way for the election next month. I have been reorganizing the VP Finance information in order to smoothly transition the role to whoever has it next. Looking to fill two vacancies on the Finance Committee.

**Research and Legislation:** N/A

**Committees and Boards:** The Finance Committee is missing two members from the Graduate Student Population :(. Anyone interested please contact me via the e-mail at the bottom of the page. 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. Exec committee has met to discuss bylaws and the upcoming election, as well as the GSA Administrator and I have met with the H&D insurance company rep to discuss our annual numbers.

**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. Following the court settlement with previous employee of the GSA, the GSA's general operations account surplus has been depleted by roughly 20%. This is not a big concern however the GSA will have to watch its budget target carefully if it hopes to rebuild its safety net in the future.

**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). I have begun to organize for the transition of my role to another VP Finance in light of the elections upcoming in November.

**Announcements:** The Finance Committee is looking for two more 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)