

## Executive Committee Work Summary

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Bipin Kumar. B	VP Finance	January 9, 2016	December 2016
Name	Position	Date Submitted	Reporting Period

### Consultation and Representation

- Attended University Budget Advisory committee meetings for the UNBs 2017-2018 budget.
- Attended Student Experience Committee.
- Met with RBC Manager to discuss regarding GSA accounts.
- Discussed with Financial services regarding GSA Trust Funds.

### Research and Legislation

- Looking into the Budget and also looking for options to simplify the accounts.
- Looked into bookkeeping options and started bookkeeping for the year 2015-2016
- Looked into Payroll software options for the 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.

### Committees and Boards

- Also continuing the role of VP Administration.
- Part of the GRC Committee.
- Created the new GRC website.
- Met with the Dean to discuss regarding expanded GRC.
- Met with Conference Services to discuss regarding GRC.

### Events Hosted

### 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**