



AUDIT COMMITTEE MINUTES

2014 – 2015

Date: September 30th 2014

Time: 7.09 pm

In Attendance:

UMER FAROOQ (Chair)

ZHAOYI CHEN

SAMER SLEIMAN

SHUBHAM GARG

Excused Absence:

Others in Attendance:

JAMES HWANG

SACHITHA KUSALADHARMA

- 1. CALL TO ORDER:** The meeting was called to order by FAROOQ at 7.09 pm.
- 2. APPROVAL OF AGENDA** *SLEIMAN moved to approve the agenda for September 30, 2014 as tabled. The motion was seconded by GARG. Vote 4/0/0 CARRIED*
- 3. APPROVAL OF MINUTES** *GARG moved to approve the agenda for September 16, 2014 as tabled. The motion was seconded by SLEIMAN. Vote 3/0/1 (Abstention by CHEN) CARRIED*
- 4. ANNOUNCEMENTS** FAROOQ: We will be going over and trying to approve the financial review of ISSS (Interdepartmental Science Students' Society). I got answers to the questions we had from Conrad and Rebecca Taylor. I'll read over those, and we'll see if we like their answers or not.
We will go over the financial reviews of FAs (Faculty Associations)

prioritizing those with FAMFs (Faculty Association Membership Fees). We are currently doing ISSS, and we will go over the LSA (Law Students' Association) next.

5. OLD BUSINESS

ISSS Financial Review

FAROOQ: Our questions were:

- *Why the professional development grant went from \$500 to \$2000.*
- *Why the appreciation night banquet was \$4000.*
- *Why there was a discrepancy between the amount paid and budgeted for the financial review.*
- *Why there was a loan from the SU (Students' Union).*

The answers are:

- *The professional development grants were in \$500 chunks. Last year, there was only one eligible applicant. The budget was the same \$2000. With improved advertising, full use of the money was made.*
- *The Saskatchewan room in the Faculty Club was booked, and food was provided to over a 100 attendees.*
- *Previously, there was no need to do a review from a chartered accountant. It was a lot cheaper. It costs around \$3000 to get a review done by a chartered accountant.*
- *The loan was given last year. ISSS had to give granting money to the department associations before they could receive the FAMF money. Some of the FAMF money was given in advance, and when we received the money from the registrar's office, the SU kept what was loaned.*

We have all the receipts. They are also raising the budget for the faculty appreciation night. I'll inquire about this from Rebecca Taylor.

Conrad said that there were no details of the loan, which is troublesome.

Those are all the questions we had? What do you guys think about it?

SLEIMAN: We had a look at this during our last meeting, and it was good.

FAROOQ moved to approve the financial review of the Interdepartmental Science Students' Society.

The motion was seconded by SLEIMAN.

Vote 2/0/2 (Abstentions by CHEN and GARG)

CARRIED

Farooq read out the report from the financial reviewer Nicholas Galasso.

FAROOQ: The way we will be doing this is very inefficient. I will use the projector next time.

The Committee went through the 2013/2014 and 2014/2015 budgets.

Let's look at the 2013/2014 budget, and start with "Operations" first. For Miscellaneous revenue, they budgeted for \$4000, and received \$7713.13. They made more money than they budgeted for. I want to know where that money came from. Something over \$3000 is a significant amount for a small faculty like Law.

For "Sports", they are \$600 over budget. It's a little bit picky, but it's always good to ask.

For "Treat day" they spent \$528 instead of \$500.

SLEIMAN: That's not a problem.

FAROOQ: Anyway, overall "Operations" is fine. Let's go to "Sponsorships".

SLEIMAN: They are all the same.

FAROOQ: Yes. Let's move to "Events".

They went over budget by \$500 for the "Welcome back BBQ". Do you want to ask about that?

SLEIMAN: It's usually difficult to budget BBQs. It's never perfect. These questions would be micromanaging.

FAROOQ: They have gotten more than double from "El-Hacko". They have budgeted \$4000, but spent over \$7000. But, they have made \$9000. We should still ask why they went so much over budget. The revenue is never guaranteed.

For the "Carbolic Smoke Ball", they have budgeted for a loss of \$5000. In the end, they have a loss of almost \$9000. We can ask what the event is for the purpose of understanding why they spent so much.

CHEN: We should ask them about it.

FAROOQ: For "Ave on the Gav", they have doubled the expenses. We should ask them about it. Do you agree?

GARG: Yes.

SLEIMAN: The point is they have not gone over budget for just a single event. It's for multiple events, and by large margins.

FAROOQ: For curling, they spent more than \$1000 more. However, they did get more revenue. In the end, they ended up losing close to \$500. This is getting pretty consistent now.

The final balance isn't bad. But, we need to ask about the individual events.

CHEN: How much money are they receiving from the SU?

FAROOQ: I'm not sure about the amount. I'll ask from Rebecca. It's their first time getting the FAMF.

Do you want to go over the Annual general Meeting? There's literally nothing

there.

FAROOQ: Let's look at the 2014/2015 budget.

For "CANS", there's nothing. I guess they have cut the project.

SLEIMAN: Vice-president Diaz was saying that the Daily Grind was making profits to offset the losses from events. You can figure out that most of your events are going to lose money. They are things that you have to do to raise awareness, and not something you do to make money. But, you must have other ways to make money in order to offset those losses.

FAROOQ: Yes.

They have increased their budget for "BBQ" and "Pre-Orientation", which is good. They did go over budget. Same thing for "First Friday Back".

SLEIMAN: They have increased the budget for pretty much everything.

FAROOQ: There's a big jump for expenses under "El-Hacko". It's from \$4000 to \$10,000. It's good that they are being cautious. Do we need to ask them about it?

SLEIMAN: I don't think there's a need because they're doing the right thing.

FAROOQ: Ok. The "Carbolic Dance" is \$30,000 now.

"Ave on the Gav" has gone from \$750 to \$1000. They still spent \$1500 last year though. But, it's not a huge deal.

Everything else seems fine.

Let's go to "Operations". The membership fees are up by \$2000. They increased the budget for "Miscellaneous" revenue to \$5000. They actually got over \$7000 last year.

FAROOQ: Their net income at the end of the year is budgeted to be \$350. Last year, the actual was \$9000. That's a major decrease. Do we want to casually ask that? They have increased their budget for pretty much everything. They are also receiving their FAMF for the first time this year, and that may be a reason for them to increase their budget.

CHEN: It's ok.

GARG: Yes. I'm ok with it.

Farooq read out the comparison report for 2013/2014.

Points to inquire from LSA:

- *Where the additional revenue came from for "Miscellaneous Revenue" under "Operations" in the 2013/2014 budget.*
- *Why "Sports" under "Operations" is over budget in the 2013/2014 budget.*
- *Why "El-Hacko" under "Events" is over budget in the 2013/2014 budget.*
- *Why "Carbolic Smoke Ball" under "Events" is over budget in the 2013/2014 budget.*
- *Why "Ave on the Gav" under "Events" is over budget in*

the 2013/2014 budget.

- 7. REPORTS** *None.*
- 8. CLOSED SESSION** *NIL*
- 9. NEXT MEETING** *October 8, 2014 at 5.00 pm.*
- 10. ADJOURNMENT** *SLEIMAN moved to adjourn the meeting.
The motion was seconded by FAROOQ.
Vote 4/0/0
CARRIED*

The meeting was adjourned by FAROOQ at 7.53 pm.