

**AUDIT
COMMITTEE**

Thursday August 24, 2016

6:00 pm

ECHA 1-121

ATTENDANCE

NAME	PROXY	PRESENT
Nicole Hammond (Chair)		Y
Anthony Nguyen		Y
Brandon Prochnau		Y
Reed Larsen		Y
Saba Al Hammouri		Y
Sandy Brophy		Y
Umer Farooq		Y

MINUTES (AC 2016-06)

2016-06/1 INTRODUCTION

2016-06/1a Call to Order

Meeting called to order at 6:02 pm.

2016-06/1b Approval of Agenda

2016-06/3

COMMITTEE BUSINESS

2016-06/3a

NSSA Audit

AL HAMMOURI: For the last couple of weeks, I have been going back and forth through Rebecca about the audit, as there was something that was not adding up. Rebecca suggested that Councillor Hammond and I meet up with the person handling finances of the NSSA (Native Studies Students' Association). There was a \$3000 discrepancy between what was estimated in the budget and what was actually spent. It was because they had honorariums distributed to elders, dancers, and drummers for their Round Dance event. As they distributed cheques to those people, they didn't have receipts. However, we were given a comprehensive list of people they gave honorariums to, and everything added up. Therefore, Councillor Hammond and I think that it would be appropriate to approve their financial statements.

LARSEN: Were receipts provided for the cheques they gave out? Or just reasonings?

AL HAMMOURI: They gave us reasoning, and a list of all the honorariums describing who got what.

HAMMOND: They gave receipts for a majority of their budget, but not for the honorariums.

BROPHY: As long as they have a list of who got what, it should be OK.

FAROOQ: Do they have meeting minutes proving that they approved these honorariums? It would be better to have them so that we know the honorariums were approved, and not just given out.

BROPHY: That's a good point.

HAMMOND: We can go back to them and ask.

LARSEN: It does make sense to have evidence of prior approval.

AL HAMMOURI: From my understanding, these were individuals known within the community. I think it was more of a gift to them for coming.

BROPHY: The reasoning is fine. But, there should be some record within the organization of official approval.

AL HAMMOURI: I'll email what they sent out.

BROPHY: I'm not inclined to vote against approving it. But, we should at least make a recommendation that they should have records of approval in the future for transparency.

AL HAMMOURI: Yes, I agree. It would be a thing moving forward. Everything else they provided was transparent.

HAMMOND: So, we have two options. First, we can go back to them. I don't know how successful that would be. Also, it'd delay their funding. Second, we can approve it now, but make a recommendation for the future.

BROPHY: I'm fine with approving it, but we should put it in the wiki so that these potentially problematic things can be tracked.

HAMMOND: They met with us, and had pretty decent records for the most part.

AL HAMMOURI: I guess it's an oversight that should not occur in the following year.

HAMMOND: It was a good learning moment. Their budget line didn't match, and it was a good experience to just meet with them and discuss about it. We didn't even have the context to understand their event till we met with them.

FAROOQ: They might have thought we only needed financial documents and not meeting minutes. I assume every group keeps meeting minutes. We can also have a representative from the FA at our meetings so that we can ask questions on the spot in order to move things faster.

AL HAMMOURI/NGUYEN moved to approve the audit of the Native Studies Students' Association for 2016/2017.

Vote 7/0/0

CARRIED

2016-06/4

INFORMATION ITEMS

HAMMOND: Does anyone else have an outstanding audit?

BROPHY: No.

HAMMOND: I have several other updates as well. The Engineering Students' Society has received their money. I guess we'll be pretty busy in September. The audit related even for board/corporate governance is going ahead on September 21 at 7:00 pm. I'll let you guys know how you can get involved. It's still in its early planning stages.

LARSEN: Did CAC (Council Administration Committee) reach you about submitting written reports to Council.

HAMMOND: No.

LARSEN: We're supposed to give a written statement to Council on every Council meeting whether there was any activity or not. It's worded as such on the Standing Orders. As we will be approving more audits going forward, it will be good to include a report within the meeting minutes. I was under the impression that CAC had already sent the email out. Only the Bylaw Committee was able to get a written report in.

HAMMOND: Thank you for bringing that up. I'll also send you guys an anonymous feedback form about how I perform as the Chair.

2016-06/5

ADJOURNMENT

***BROPHY/AL HAMMOURI moved to adjourn the meeting.
CARRIED***

2016-06/5a **Next Meeting:** Wednesday September 7, 2016 at 6:00 pm.

2016-06/5b Meeting adjourned at 6:27 pm.

SUMMARY OF MOTIONS

MOTION	VOTES
<i>AL HAMMOURI/BROPHY moved to approve the agenda for August 24, 2016 as tabled.</i>	CARRIED
<i>LARSEN /AL HAMMOURI moved to approve the minutes for August 10, 2016 as tabled.</i>	CARRIED
<i>AL HAMMOURI/NGUYEN moved to approve the audit of the Native Studies Students' Association for 2016/2017.</i>	7/0/0 - CARRIED
<i>BROPHY/AL HAMMOURI moved to adjourn the meeting.</i>	CARRIED