



REPORT OF THE VICE-PRESIDENT FINANCE & OPERATIONS TO EXECUTIVE COMMITTEE DECEMBER 5TH, 2013

1. FINANCE

Investment Portfolio

- **Necessary Paperwork**
 - Necessary Paperwork is being finalized

Budget

- **Improvements**
 - The SSMU comptroller and I have reviewed the process and found improvements that could significantly cut down on the required time to revise the budget and create the budget presentation
 - I will be meeting with SSMU and Service executives in January to jointly prepare budgets for the February revision

ASEQ

- **Survey**
 - Please check it out at <http://ihaveaplan.ca/survey/ssmu/>.
 - Responses are still slow. Please respond to the survey if you haven't already and share the link between your respective organizations
- **Mobile App**
 - Ihaveaplan mobile app version 2.0 is ready for download for free on the Apple App Store: [ihaveaplan.ca Mobile App](http://ihaveaplan.ca/MobileApp)
 - It includes:
 - Quick Claiming & Reimbursement by taking pictures of receipts to submit claims
 - Claims history
 - Coverage summary
 - Electronic Pay-direct service

Club Audits

- **Fall Audits**
 - Fall audits due January 15th
 - Only physical audits will be accepted by the front desk of SSMU

2. OPERATIONS

Gerts:

- **Monthly Sales**
 - Monthly sales for November and December will be jointly presented in January
- **Strategy**
 - Gerts has installed a pinball machine and a fooseball table
 - A jukebox machine has been delivered, and is in the process of being connected to the sound system

Mini-Courses

- **Fall Semester**
 - Nearly completed, just several missed courses that are being made up
- **Room Bookings**
 - MiniCourses has booked teachers and space for 45 classes for the winter semester
 - 9 courses are pending teacher availability
 - Poster design for Winter promotions has been completed and posters will be printed next week
 - MiniCourses website has been revamped: <http://ssmu.mcgill.ca/minicourses/>

3. COMMITTEES



FERC

- **Committee meetings**
 - Committee meetings have concluded this semester
 - I have asked the FERC coordinator to prepare a mid-term report for the first council next semester
 - I was absent from the last meeting due to illness

Funding

- **Status**
 - SQ

Finance

- **Bylaw Revision**
 - Student Life Fund Bylaw Revision is nearing completion and should be ready for next semester

Operations

- **Status**
 - Floor plans for the second floor are being drawn up by committee members and will be presented at the last Operations Management committee of the semester, next Monday.

Respectfully submitted,

Tyler Hofmeister