



REPORT OF THE VICE-PRESIDENT FINANCE & OPERATIONS SEPTEMBER 11TH, 2014

1. FINANCE

Budget

- **Frosh**
 - Invoices will continue to be processed; final figures will not be ready until the end of the Fall
- **SSMU – Budget Deadlines:**
 - Services – September 26th
 - Gerts and the Nest – October 1st
 - Executives – October 3rd
 - Building and General Admin – October 10th
 - Executive Committee Presentation: week of October 20th
 - Presentation to Council: October 30th (although TBD because this coincides with 4Floors)
- **Audited Financials**
 - Yet to be completed and finalized by the auditors
 - Council will be updated as this information becomes available

Clubs and Services

- **Services Summit**
 - Date: Saturday September 20th
 - Mandatory workshop for Service executives to attend to learn about financial responsibility, room bookings, cheque requisitions, and their other responsibilities

2. OPERATIONS

Gerts:

- **Opening Weeks**
 - Had a great first two weeks open; Frosh kept the bar very busy and very full
- **Food Offerings**
 - Gerts will now be offering pizza! Made by the Gerts kitchen staff and frozen until made-to-order, we currently have a pepperoni and a vegetarian option, but will be expanding into other varieties

The Nest

- **Opening**
 - Due to a lack of applications for prep cooks over the Summer, the Nest will be opening Monday September 29, 2014
 - Wanted to provide our staff with proper training
 - New Operations Manager is Alessandro Sangiovanni, the Operations Manager of Gerts
 - New permanent staff prep cook, Simona Trunzo, will be working to help manage the student staff in the kitchen
 - Expanding to begin catering to the SSMU daycare
- **Outreach Coordinator**
 - Position created in March to increase student consultation and outreach for the Nest
 - Started end of August, currently working on several outreach strategies and events to implement over the semester

Mini-Courses

- **Registration**
 - Just passed \$10,000 in registration revenue



- New class offerings this semester are: coding, drawing perspective, and wine tasting
- Promoted at Discover McGill, during Orientation Week, and at Activities Night

3. COMMITTEES

FERC

- **Ethical Purchasing Strategy**
 - This year, FERC will be working on developing and implementing a purchasing strategy for SSMU in line with our Ethical Purchasing Policy
 - The FERC Commissioner has already begun compiling a list of major suppliers SSMU uses, and developing a list of metrics on which to grade these suppliers

Funding

- **Application Consolidation**
 - Funding Coordinator has created a singular form through which to apply for funding, with hyperlinks directing user to the relevant information about each fund
 - This will hopefully make the application process smoother and clearer for users, as well as minimizing administration work for both her and I, as many people email and call us inquiring about the funds
- **Funding Restructuring**
 - In order to increase accountability from groups and individuals receiving SSMU funding, VP Fong and I have created a new funding structure that will operate on an instalment basis
 - Groups will receive 40% of their approved funding amount up front, and will receive up to the remaining 60% upon submission of their relevant expense receipts/invoices
 - Receipt submission is already required in the By-Laws, but is very difficult to enforce and monitor
 - By creating a financial incentive to submit proof of purchases, we think this system will ensure more accountability from our student groups and will prevent over funding
 - I will be presenting the relevant By-Laws revisions at the next Council meeting (September 25)

Respectfully submitted,

Kathleen Bradley