



REPORT OF THE VICE-PRESIDENT FINANCE & OPERATIONS TO EXECUTIVE COMMITTEE SEPTEMBER 12TH, 2013

1. FINANCE

Budget

- **Frosh**
 - Frosh Budget will be balanced by the end of the week. Invoices are still arriving, so the Actuals will be delayed until we have received all of them.
- **SSMU – Budget Deadlines:**
 - Building and General Admin – September 6th – Completed
 - Governance- September 16th
 - Executives – September 16th
 - Gerts – September 20th
 - Events – September 20th
 - Services – September 27th
 - Executive Committee Presentation: October 23rd
 - Presentation to Council: October 24th

Clubs and Services

- **Audits**
 - The club audits are being completed
- **Services**
 - Meeting with Services to go over their budgets
 - Currently: Volunteer Network, First Year Council, Players Theatre, MSERT
- **Clubs**
 - Club workshops are currently being planned and I am currently working on the financial content for them

2. OPERATIONS

Gerts:

- **Staff**
 - This year, the hiring is focusing on fewer staff for more hours, so far Gerts has hired several full time bartenders and kitchen staff
 - Administrative Manager is no longer with SSMU
- **Sales**
 - Due to the transition of work between Gert's Managers, the sales reports will not be presented until next week

Mini-Courses

- **Registration**
 - We have earned roughly 9/10 of our targeted profit for the fall semester so far. There is still 1 week to go, but things are running smoothly so far
 - Activities night helped registration significantly



3. COMMITTEES

FERC

- **Research Guide**
 - A research guide for FERC members should be completed before the end of next week

Funding

- **Follow-up Forms**
 - The Funding Coordinator has prepared a follow-up form and has begun contacting funding recipients over the summer. This will be instituted in the future so that SSMU can better measure the impact of funding for student groups.
- **Ambassador Fund Guide**
 - A guide to the Ambassador fund, specifying low cost solutions to travel and accommodation, has been compiled by the Funding Coordinator and is being formatted for future use by applicants and Funding Committee.

Respectfully submitted,

Tyler Hofmeister

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