



Office of the Vice-President (Finance)

Tel: (647) 460-2997 | Email: finance@ssmu.ca

3600 McTavish Street, Suite 1200

Montréal, Québec, H3A 0G3

Located on unceded, Kanien' kehá:ka traditional territory

REPORT: VICE-PRESIDENT (FINANCE) 2019-02-28

Submitted for: February 28, 2019

For the period of February 22, 2019 to February 28, 2019

Committees:

- **Service Review Committee:** We simply met to discuss about getting a preliminary report from the SSMU Services. I recommend implementation of a budget requirement.

Operating Activities:

- **2020 Budget:**
 - Met with First Year Affairs Committee for a budget. Waiting on other departments and services. Will send another follow up email.
- **Accounting**
 - Reviewing the expenditures and forecasting for next year's budget. For example, looking at Trust Fund Reports and Variance Reports to get historical assumptions.

Services:

- **Service Meeting:** Met with TVM to purchase their server, sweaters and material and supplies from Amazon.ca. BSN is having their black history month events.

Clubs:

- **Club Bank Account:** Worked all week trying to finish all the makeup workshops for the clubs that missed the first finance workshop.
 - This process includes:
 - Verifying all the clubs signing officers



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- Creating new RBC bank accounts for those who were not included in the original Club list compiled in the Summer
- Creating over 50 Club Executive Online Banking Profile
- Assigning all their permissions and accurately attaching each signing officer to each bank account. Permissions include:
 - ACH Deposit
 - ACH Deposit Edits
 - RBC Statements
 - RBC Balance Reporting
- Attaching physical RSA SecurID tokens to each signing officer
- Collecting all temporary passwords and making sure they align with the right users.

Note to Councilors:

- **Suggested Moratorium:** I want councilors to be aware Student Life and I may propose a Moratorium on SSMU Clubs and a partial pause on Services. I do not have the capacity to be my student staff and the Vice President (Finance).
 - I can barely keep up with all the requirements SSMU needs and a lot of parties are not aiding in the procedure. I have only received a total of 5 budgets out of 22 departments is one example.

Jun Wang

Vice President (Finance)