

Office of the VP Finance Office

Report to Council

2023/24 Final Budget Creation

- Ongoing work with business managers, executive offices, and services to create the final budget.

VP Finance Caucus

- Planning of constituency VP Finance initial meet and greet to discuss concerns and collaborations for the year ahead. I am still waiting on a few more people to add their availabilities and would finalise a date by the end of the week.

Canvas Course Launched

- Over the past week, my team and I have been working on authorising the new treasurers to ensure a smooth transition.
- Finalising a list of all authorised Constituency VP Finances to order their credit cards so that they can go ahead and make quicker purchases for any upcoming events

Student Care Conference in Montreal

- Esme and I attended a conference in Montreal facilitated by Student Care. The conference gave us a fresh perspective of the challenges and opportunities other student unions have in terms of their health and dental plan. I am going to be speaking to SFU and University of Victoria's executives over the next few months to discuss shared opportunities.

Templates and Goals for Budgeting

- Finalised a budget template and a goals and objectives document which would be shared with managers to help finalise the budget in a clear and consistent manner with opportunities of improving our financial capability.

Trans Coalition Meeting

- Esme and I met with representatives of Trans Coalition and discussed their concerns of working with the AMS in the past, our health and dental plan and specific parts that we want to work on this year. As well as, looking into ways to provide gender empowerment store with a long-term financial sustainability.

Helping Justin (Managing Director) get acquainted with our financial systems

- I have had a few meetings with Justin outlining a vision for our budgets going forward and providing him with relevant resources that he needs.

Working on a draft of Financial Procedure Policy

- This document is shared with all our clubs and constituencies as a support material as well as available online for anyone to read. The current version was last updated in 2021 and my team and I are working to update this document with relevant information as well as add important examples for filing reimbursements so that everyone understands the procedure.