

**AUDIT
COMMITTEE**

Wednesday, November 25, 2015

7.00pm

SUB 6-06

AGENDA (AC 2015-08)

- | | |
|-------------------|---|
| 2015-08/1 | <u>INTRODUCTION</u> |
| 2015-08/1a | Call to Order |
| 2015-08/1b | Approval of Agenda |
| 2015-08/1c | Approval of Minutes |
| 2015-08/1d | Chair's Business |
| 2015-08/2 | <u>QUESTION/DISCUSSION PERIOD</u> |
| 2015-08/3 | <u>COMMITTEE BUSINESS</u> |
| 2015-08/3a | FA Financial Review. |
| 2015-08/3b | Visa Statement Review. |
| 2015-08/4 | <u>INFORMATION ITEMS</u> |
| 2015-08/5 | <u>ADJOURNMENT</u> |
| 2015-08/5a | Next Meeting: December 2, 2015 @ 7.00pm in SUB 6-06. |

Wednesday November 18, 2015

7:00 pm

SUB 6-06

ATTENDANCE

| NAME | PROXY | PRESENT |
|----------------------|-------|---------|
| Robyn Paches (Chair) | | Y |
| Donald Ademaj | | N |
| Thomas Patrick | | N |
| Ahona Mostafiz | | Y |
| Sam Cheng | | Y |
| Leri Koornhof | | Y |
| Hannah Schlamp | | N |

MINUTES (AC 2015-07)

2015-07/1 INTRODUCTION

2015-07/1a **Call to Order**

Meeting called to order at 19:17.

2015-07/1b **Approval of Agenda**

KOORNHOF/CHENG move to approve the agenda.

4/0/0
CARRIED

2015-07/1c Approval of Minutes

PACHES/ MOSTAFIZ move to approve the minutes.

4/0/0
CARRIED

2015-07/1d Chair's Business

2015-07/2 QUESTION/DISCUSSION PERIOD

2015-07/3 COMMITTEE BUSINESS

2015-07/3a FAMF Fund Review Check-in

KOORNHOF reported on the Campus Saint-Jean. She requested the line and ready to bring it to the next meeting to approve it as she wanted to examine the line closer.

MOSTAFIZ just received the line of LSA. She did preliminary examination and reported that the line looks good.

CHENG found discrepancy in MSA's Student Space Expense and he emailed them about the unaccounted amount of money but did not receive any respond for 2 weeks. He emailed NSA and also did not receive any feedback.

PACHES reported that ESA has new budget for Fall uploaded and PATRICK will continue to examine their budget. PACHES will be responsible for ISSS and follow-up with Rebecca Taylor to see if there is new budget for examination.

2015-07/3b

Standing Orders Review

PACHES will put the new standing orders to Google Drive for the committee to review, comment and edit. Then the committee will approve it next meeting.

2015-07/3c

SU Credit Card Statement

The committee will look at the credit card statements of the Exec next meeting.

2015-07/3c

Next Meeting

The committee evaluated the remaining meeting dates. KOORNHOF suggested having a meeting next week to finish their business before December as everyone is having a busy schedule. The committee agreed.

2015-07/4

INFORMATION ITEMS

2015-07/5

ADJOURNMENT

2015-07/5a

Next Meeting: November 25, 2015 @ 7:00pm in SUB 6-06

Meeting adjourned at 19:33.

SUMMARY OF MOTIONS

| MOTION | VOTES |
|---|-----------------|
| KOORNHOF/CHENG move to approve the agenda. | 4/0/0 - CARRIED |
| MOSTAFIZ/CHENG move to approve the minutes. | 4/0/0 - CARRIED |