

# AGENDA

2011-2012/AC/2

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## *Audit Committee*

*Date: September 14, 2011*

*Time: 6:00*

*Location: SUB 606*

1. Approval of the Agenda
2. Approval of the Minutes
  1. Minutes of July 19, 2011.
3. Announcements
  1. A request has been sent to the administrative staff for new credit card packages to replace the packages identified as inadequate at the July 19 meeting.
  2. A request has been sent to the administrative staff to make Audit Committee aware of any Provincial or Federal citations for which the Students' Union has expended funds.
  3. Joshua Le and Samaar Haider are no longer members of Audit Committee due to their resignation from Students' Council.
  4. Su Su Liang is now a member of Audit Committee following an election in Students' Council on August 16, 2011.
  5. A vote on the following motion was unanimously adopted on August 23, 2010 with votes cast by Nicol, Liang, Karuvelil, Ferguson, MacGillivray, Roberto-Charron: That the requirement in standing orders that four business units to be reviewed in the May-Aug trimester be suspended until such time as the Audit Committee meets in September.
  6. Mallory McMurtrie is now a member of Audit Committee following an election in Students' Council on August 30, 2011.
4. Old Business
  1. Review of credit card statements March to May 2011.
5. New Business
  1. Review of credit card statements May to June 2011.
  2. Review of credit card statements June to July 2011.
  3. Review of credit card statements July to August 2011.
  4. Review of SUBtitles June 2011 financial statements.
  5. Review of L'Express July 2011 financial statements.

6. Review of Information Services June 2011 financial statements.
7. Review of Student Groups July 2011 financial statements.
8. Prepare meeting schedule for fall trimester.
  - i. Brett MacGillivray: Monday and Tuesdays are ideal. And Fridays will work most of the time.
9. Student Legal Service DFU dispersal approval.
10. Overview of cash internal controls.
6. Discussion Period
7. Confirmation of Next Meeting Date  
TBD
8. Adjournment