



Budget and Finance Committee MINUTES

2012 - 2013 # 5

Date: January 21, 2013

Time: 4:10 pm

In Attendance:

Andy Cheema (Chair)

Joshua Le

Lyndon Crone

Cory Hodgson

Kevin Smith

Petros Kusmu

Excused Absence:

Others in Attendance:

Colten Yamagishi

1. CALL TO ORDER:

The meeting was called to order by *CHEEMA* at 4:10 pm.

2. APPROVAL OF AGENDA

HODGSON moved that the *January 21* agenda be approved as *tabled*.
Seconded by *SMITH*.

Vote on Motion 5 / 0 / 0
CARRIED.

3. APPROVAL OF MINUTES

CRONE moved that the *August 29* minutes be approved as *tabled*.
The motion was seconded by *CHEEMA*.

Vote on Motion 3 / 0 / 3
CARRIED.

4. ANNOUNCEMENTS

5. REVIEW OF ACTION ITEMS

6. OLD BUSINESS

9. NEW BUSINESS

a) *CHEEMA* moved that the Budget and Finance Committee recommend that Students' Council approve an increase of \$10,000 to the 501 Legal Fees budget.

The motion was seconded by *CRONE*.

Vote on Motion 4 / 0 / 0

CARRIED.

The "501" is just the name of the department. *YAMAGISHI* explained it in detail.

10. DISCUSSION AND INFORMATION ITEMS

a) Budget Principles 2013-2014

CHEEMA briefly explained the legislative process for the budget:

The VPOF is required to propose principles of the budget to the committee by January 15. Then the committee has to consider it and recommend something to the council by February 15. The Students' Council has to consider it and make any changes to it by March 15 and gives feedback to the committee.

Standing Orders of Students' Council outline the budget process.

HODGSON asked that how much power the committee has to recommend things in new budget to change what SU businesses and services are, do the committee has the power to say it does not want certain businesses and services.

CHEEMA answered that BFC is a powerful committee as it controls the budget of SU.

CHEEMA explained the budget principles as follow:

1. General

- It outlines the mandates of SU.
- It explains what is the SU strategic plan, and SU's priorities.
- *CHEEMA* explains the difference between operating expenditures and capital expenditures.
- There are 4 priorities for capital expenditures.
- There is also a 5-Year Capital Plan which outlines the predicted capital revenue and budget.

2. Staff

- There are two types of staff: first, unionized staff; and second, non-unionized staff.
- In February *CHEEMA* will enter negotiation with staff union to discuss the contract for the next 2 years.
- Management staff is not unionized and typically has 4% merit increase.

HODGSON asked what are the measurements for performance. CHEEMA answered that supervisors will keep track of the performance. There is a standard scorecard. Their judgment will be used to consider the merit increase.

3. Fees

- SU membership fee increases each year.
- Access Fund has a Reserve of about \$500,000 and fee is indexed to average use over 3 years.
- The fee needs to be approved by the Students' Council
- Last year the Health and Dental Plan fee increased only by CPI as the projected increase to premiums was only 3% which is manageable.
- We use Alberta CPI

4. Advocacy and Representation

- Added "Discover" in Governance
- Added last line: "The Students' Union... advice and services."
- This line is helpful as this year SU has various legal expenses.
- This issue, increase the structural budget for legal fees or not, will be discussed in the next meeting.

5. Services

- Changed "SUSTAIN SU" to "Sustain SU".

6. Business

- Combined SUBmart and SUBtitles.
- The plan is to relocate SUBtitles towards the end of this year.
- To combine SUBmart and SUBtitles can reduce staff costs. It makes sense, as the goal is to cut cost.
- A redevelopment and relocation of Juicy and Cram Dunk as part of the SUB Renovation Project is a good opportunity for both businesses.
- CHEEMA suggested providing funding for customer service improvement.

7. Entertainment and Programming

- Major events/venues have their own budget department.
- This section will be discussed more in the next meeting.

8. Administration, Operations, and Support

- Standard and stable things
- The last payment for the building loan due this spring.

Last page is the changes of the Budget Principles.

HODGSON asked does the committee have the power to allocate budget for

specific item.

CHEEMA answered that the committee has the influence to suggest buying a specific item by giving a priority to the budget.

11. REPORTS

**12. CLOSED
SESSION**

CHEEMA moved that the meeting be moved into closed session at 4:55 pm to discuss *New Business*.

The motion was seconded by *HODGSON*.

Vote on Motion 4 / 0 / 0

CARRIED.

13. NEXT MEETING *TBD*

14. ADJOURNMENT *CRONE* moved that the meeting be adjourned.
The motion was seconded by *HODGSON*.

Vote on Motion 4 / 0 / 0

CARRIED.

Meeting adjourned at 5:33 pm.