



Report of the AUS VP Finance – March 20th, 2019

- **FMC**
 - o Meeting on Tuesday, only one left
- **Transition**
 - o Starting this week
 - o Trying to schedule audit
- **General**
 - o The usual

Report of the AUS VP Finance – February 27th 2019

- **Tax Season**
 - o Spent an absurd number of hours on the phone with quickbooks trying to figure out a glitch
 - o Calculated our payroll taxes owed, created RL-1 and T-4 slips for all our employees
- **FMC**
 - o Almost out of funding for special projects fund
 - o Next meeting not until mid-march because of reading week
- **General**
 - o Worked on constitutional amendments with Arts Senator Wilson
 - o Office Hours: 12:30 to 2:30 on Tuesday and 3:00 to 6:00 on Wednesday
 - Meet with department VP Finances
 - o POLI 339-related random stuff
 - o Sorry, if I'm behind on emails, will catch up soon. School sucks ☹

Report of the AUS VP Finance – February 13th

- **FMC**
 - o meeting on February, 5th
 - o contacting applicants with results and following up with tabled applications
- **AUIF**
 - o Follow up with successful applications to confirm details for transferring funds
 - o Contact Lauren Mak, in-charge of disbursing the funds
- **Council**
 - o Write motions for AUIF to be renewed
 - o Work with AUTS to write motion for their fee increase
- **General**
 - o Respond to emails
 - o File monthly payroll tax
 - o Work on employee end of year tax slips
 - o Meet with SUS to talk about fee breakdown
 - o Coordinate/attend VP Finance screening committee
 - o Office Hours: Tuesday 12:30pm to 2:30pm and Wednesday 3:00pm to 6:00pm

- Work on ordering merchandise for SNAX and AUS

Respectfully Submitted,

**Mia Trana
Vice-President Finance
Arts Undergraduate Society of McGill**