

AUS FY2024 Summer Budget

Content Breakdown by Document Tab:

For clarity, the summer budget has been merged into one tab. The main summer expenses are payroll. The FY 2024-2025 Budget is split by portfolio.

1.2 Executive Committee FY204

Position:	Name:
President	Sophia Garofalo
VP Internal	Sophie Nguyen
VP Finance	Ailish McGiffin
VP Academic	Aishwarya Rajan
VP Communications	Lauren Hicken
VP External	Logan Hamele
VP Social	Momoko Hesketh
Arts Representative	Ben Weissman
Arts Representative	Emma Chen
Arts Representative	Rishi Kalaga
Arts Senator	Vivian Wright
Arts Senator	Anzhu Wei

1.3 AUS Mission

- We will represent the beliefs of Arts students.
- We will build and promote an equitable and inclusive faculty.
- We will build and promote an equitable and inclusive association.
- We encourage new opportunities for involvement for all students.
- We will be the most innovative and forward-thinking faculty association.
- We will improve campus life for Arts students.
- We will ensure professionalism and accountability in our dealings with students and their fees.
- We aspire to provide the most effective student and academic services.
- We seek to run dynamic and engaging events that enhance the Arts identity, promote equity and inclusion.

	<ul style="list-style-type: none"> • We intend to embrace the fine arts and to be at the forefront of creating new opportunities for the arts at McGill. 			
	<ul style="list-style-type: none"> • We aspire to be leaders in environmental policy. 			
	<ul style="list-style-type: none"> • We aspire to create powerful bonds with other faculty associations. 			
	<ul style="list-style-type: none"> • We will foster strong relationships with our departmental associations and empower them to realize the AUS's shared vision. 			
	<ul style="list-style-type: none"> • We will build strong institutions to ensure our progress is not lost. 			
	<ul style="list-style-type: none"> • We will take risks in the pursuit of these ideals because Arts students deserve nothing less. 			
	<ul style="list-style-type: none"> • We will make Arts students proud to call the Faculty of Arts theirs. 			
1.4 Background, Changes, Budget Building, Assumptions & Limitations, Notes on Reading the Budget	<p>1) Yearly, the AUS must pass a budget. This budget estimates revenues and expenses for the Fiscal Year (May 01, 2024 – April 30, 2025): allocating a specified amount of spending to each department/portfolio while estimating the total revenue each department/portfolio brings into AUS. Likewise, AUS's Financial By-laws require a temporary summer (May 01, 2024 - September 30, 2024) budget be ratified to govern spending when Legislative Council is not sitting. Once the regular Operating Budget is ratified, the figures from the Summer Budget will be aggregated into the Operating Budget.</p>			
	<p>2) The budget building process involves AUS executives and departments estimating total spending and revenue in their portfolios. These estimates are cross-referenced (as much as possible) with previous years' spending. Likewise, executives and departments propose areas of priority in their portfolios and estimate (in consultation with the VP Finance) the financial implications of special initiatives to advance specific portfolio/departmental goals. These initial proposals on special initiatives and core operation are compiled, aggregated and evaluated (for inclusion in the final proposed budget) relative to each-other. The proposed budget is presented to the FMC for approval. If approved, the final proposed budget is presented to Council for approval. If approved, the budget is administered over the course of the year.</p>			
	<p>3) All budgets make educated assumptions and predications about expenses and revenues. However, the following limitations and assumptions, and their potential inaccuracy, could have material impacts on the budget:</p> <ul style="list-style-type: none"> • It is assumed base fee revenue will not decrease between semesters. The budget anticipates no positive or negative change. • No AUIF allocations (apart from the FAC allocation) have been included in the budget. If they are received, budgetary impact will be net-zero. • The frosh profit is estimated from the June approved budget. It is assumed it will not be higher or lower than anticipated then. 			
	<p>4) When reading the budget, notes on the various highlights, formatting or portfolio/budget tab specific notes will be indicated on each page budget page. These notes will provide guidance on the interpretation of the budget.</p>			

Summer FY2024 Budget Categorized into Class, Sub-Class and GLAs

CLASS: President	Projected Hours	Actual Hours	Projected Pay	Actual Pay	Notes
<i>Hourly Employees</i>					
Equity Commissioner (\$15.75/hour)	51	12.25	\$803.25	\$ 192.94	17 weeks, 3 hours/week
Equity Commissioner (\$15.75/hour)	51	1.38	\$803.25	\$ 21.74	17 weeks, 3 hours/week
Equity Commissioner (\$15.75/hour)	51	12.5	\$803.25	\$ 196.88	17 weeks, 3 hours/week
Secretary General Admin (\$15.75/hour)	127.5	63.25	\$2,008.13	\$ 996.19	17 weeks, 7.5 hours/week
Secretary General Accountability and HR (\$15.75/hour)	127.5	72.5	\$2,008.13	\$ 1,141.88	17 weeks, 7.5 hours/week
Deputy Secretary General (\$15.75/hour)	85	8.5	\$1,338.75	\$ 133.88	17 weeks, 5 hours/week
Executive Assistant	10	5.5	\$157.50	\$ 86.63	
Speaker	1.00		\$40.00	\$40.00	AUIFC
Total Hour Allocation (\$15.75/hour)	504.00	175.88			
Total Amount			\$ 7,962.25	\$ 2,810.11	
Total Units	7.00				
Stipend + Hourly Totals		325.63		\$ 2,810.11	
CLASS: Executives and Office	Projected Hours	Actual Hours	Projected Wages (\$)	Actual Wages (\$)	Notes
<i>Hourly Employees</i>					
President (\$15.75 an hour)	160	160	\$2,520.00	\$2,520.00	
VP Social (\$15.75 an hour)	229	229	\$3,606.75	\$3,606.75	
VP Finance (\$15.75 an hour)	229	141.15	\$3,606.75	\$2,223.11	
VP Communications (\$15.75 an hour)	120	120	\$1,890.00	\$1,890.00	
VP Internal (\$15.75 an hour)	20	20	\$315.00	\$315.00	
VP Academic (\$15.75 an hour)	20	20	\$315.00	\$315.00	

Total Hour Allocation	778.00				
Total Units	6.00				
Total Amount			\$12,253.50	\$ 10,869.86	
CLASS: VP Communications	Projected	Actuals	Notes		
Stipends					
Webmaster	\$ 1,000.00	\$ 1,000.00			
MyCourses Coordinator	\$ 1,000.00	\$ 1,000.00			
Total Units	2.00	2.00			
Total Stipends	\$ 2,000.00	\$ 2,002.00			
CLASS: Frosh	Projected Stipends	Actual Stipends	Notes		
Stipends					
<i>CLASS: Frosh 2024</i>					
<i>Stipends</i>					
<i>Co-chair</i>	\$ 3,500.00	\$ 3,500.00			
<i>Co-chair</i>	\$ 3,500.00	\$ 3,500.00			
<i>EDI Coordinator</i>	\$ 900.00	\$ 900.00			
<i>SEDI Coordinator</i>	\$ 900.00	\$ 900.00			
<i>Interfaculty Coordinator</i>	\$ 1,200.00	\$ 1,200.00			
<i>Chief of Staff</i>	\$ 1,300.00	\$ 1,300.00			
<i>Logistics Coordinator</i>	\$ 1,000.00	\$ 1,000.00			
<i>Logistics Coordinator</i>	\$ 1,000.00	\$ 1,000.00			
<i>Media and Comms Coordinator</i>	\$ 1,000.00	\$ 1,000.00			
<i>Media and Comms Coordinator</i>	\$ 400.00	\$ 400.00	Is not coording, only desinging merch		
<i>Head O Staff</i>	\$ 900.00	\$ 900.00			
<i>Sponsorship Coordinator</i>	\$800.00	\$800.00			
<i>Implementation Coordinator</i>	\$800.00	\$800.00			

	<i>Implementation Coordinator</i>	\$ 800.00	\$ 800.00			
	Total Stipends	\$ 18,000.00	\$ 18,000.00			
	Total Units	10.00	10.00			

Summer FY2024 Budget Categorized into Class, Sub-Class and GLAs

CLASS: President/Finance/Internal	Projected	Actual	Notes
Expenses			
VP Finance: Sparcblock & Transfer Fees	\$532.00	\$465.00	
VP Finance: Bank Fees	\$16.00	\$360.00	90/month
VP Finance: Quickbooks Subscription	\$1,000.00	\$860.00	215/month
VP Finance: Jotform	\$122.00	\$122.00	
VP Finance: Auditor Fees	\$4,920.93	\$4,920.93	
VP Internal: LC Namecards and Merch Store Startup	\$1,015.47	\$1,015.87	00 merch budget
President: Office Supplies	\$166.67	\$166.67	
President: Legal Fee Renewal	\$4,000.00	0.00	Not yet billed
Total Amount	\$11,773.07	\$7,910.47	
Total Units	7.00	6.00	
Total Cost	\$11,773.07	\$7,910.47	

CLASS: VP Communications	Projected	Actuals	Notes
Expenses			
MailChimp fees	\$ 1,600.00	\$ 1,342.40	335.6/month
Total Units	1.00	\$ 1.00	
Total Amount	\$ 1,600.00	\$ 1,342.40	

CLASS: Frosh	Projected	Actual	Notes
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	Expenses			
	Coords, Retreats, Socials	\$30,206.82	\$ 25,639.24	
	Merch	\$45,800.00	\$34,717.85	
	Safety and Accomodations	\$10,554.57		
	IFC Expenses	\$40,440.04		
	Arts Events	\$128,266.00		
	IOC Expenses	\$37,330.00		
	Taxes and Discretionary	\$14,139.87		
	Total Cost	\$ 306,737.30		

	General Ledger Accounts		
	Revenue:		
	1783	Table Booking Revenue	
	24658	IOC Equalization Income	
	3200	AUS Revenues	
	3201	AUS Revenues:AUIF	
	3250	Apparel Revenue	
	3450	Samosa Sales	
	3900	Registration Fees (Events)	
	3951	Shipping and Delivery Income	
	3952	Snax Onecard Revenue	
	3954	Uncategorized Income	
	3980	Refunds-Allowances	
	3985	Sales of Product Income	
	3990	Services	
	3995	Square Income	
	3996	Student fees	
	3997	Work Study Reimbursement	
	3999	Billable Expense Income	
	4000	Sponsorship Received	
	4150	Interest earned	
	5100	Contingent Income	
	Expenses:		
	10000	Dues and Subscriptions	
	10102	Peer Tutoring	
	10103	Performance/Musicians	

	10105	Rent or lease payments	
	10106	Freight and Delivery	
	10108	Payroll Expenses	
	10114	Charitable Donation	
	10152	Sponsorships and Funding	
	10181	Commissions and fees	
	10200	Stationery and printing	
	10205	Technology Purchases	
	10209	Event Registration	
	10240	Legal and professional fees	
	10310	Website Fees	
	10405	Parking	
	10450	Venue Rental	
	10451	Equipment Rental	
	10500	Security	
	10700	Transportation	
	11410	Uncategorized Expense	
	11442	Furniture	
	11453	Repair and maintenance	
	1550	Office expenses	
	3768	IOC Equalization Expense	
	3991	Bad debts	
	6000	Amortization Pool & Furniture	
	6100	Amortization Equipment	
	6200	Contingent Expenses	
	6300	Journal Printing	
	6400	Theatre Supplies	
	6500	Memorandum of Agreement	
	6800	Apparel/Accessories	

	6851	Subcontractors		
	6852	Bursaries		
	7100	Alcohol Expense		
	7200	Liquor Permits		
	7500	Insurance		
	7503	Event Harm Reduction and Education		
	7550	Disposal Fees		
	7800	Phone Charges		
	8000	Supplies		
	8002	Job Materials		
	8050	Cleaning Expenses		
	8100	Advertising/Promotional		
	8300	Bank charges		
	8301	Sparc Bloc Fees		
	8403	Interest expense		
	8503	Utilities		
	8650	Drinks		
	8750	Shipping and delivery expense		
	8751	Copyright		
	8754	Child Care		
	9300	Gratuity		
	9401	Gifts/Cards		
	9700	Hotel		
	9802	Tools		
	9850	Food		
	9850-1	Food:Samosas		
	10050	Miscellaneous		