15 May 2021
6:00
Google Hangout

ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROXY</th>
<th>PRESENT</th>
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<tbody>
<tr>
<td>Simran Dhillon</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Andrew Batycki</td>
<td></td>
<td>Y</td>
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<tr>
<td>Julia Catherine Villoso</td>
<td></td>
<td>Y</td>
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<tr>
<td>Reagan Nicole Morris</td>
<td></td>
<td>Y</td>
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<tr>
<td>Ghalia Aamer</td>
<td></td>
<td>Y</td>
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<tr>
<td>Maria Julia Nicole De Grano</td>
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<td>N</td>
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<tr>
<td>Nolan Orvold</td>
<td></td>
<td>Y</td>
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<tr>
<td>Courtney Graham</td>
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<td>Thomas Banks</td>
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MINUTES (AC 2021-01)

2021-01/1 INTRODUCTION

2021-01/1a Call to Order
Meeting called to order at 6:06pm.

2021-01/1b Approval of Agenda

2021-01/1c Approval of Minutes

2021-01/1d Chair's Business

2021-01/2 QUESTION/DISCUSSION PERIOD

2021-01/3 COMMITTEE BUSINESS

2021-01/3a Audit Work
DHILLON: Identified that there is a significant number of incomplete audits for Fall Winter 2020-2021 to be completed in the summer. Determined to arrange workshops with SRA to review how auditing processes work.

VILLOSO: Inquired as to whether any Winter 2021 audits were completed.

Batycki: Responded in the negative.

Clerk: Noted that the Committee can consider amending its work schedule such that auditing occurs annually instead of trimesterly.

DHILLON: Proposed that the Committee could perform audits biannually instead of trimesterly. Determined to discuss the issue further on Monday.

Batycki: Proposed moving the deadline for Winter audits outside finals season. Proposed combining the Spring-Summer and Fall auditing in future.

VILLOSO: Inquired as to whether the Committee will address missing 2020 spring-summer audits.

DHILLON: Responded that the Committee does not have the capacity to complete these audits and it is unclear if any were missed.

Batycki: Clarified that groups which were audited were inactive.

DHILLON: Inquired as to councillors' faculties in order that nobody is assigned to audit their own.

VILLOSO: Responded that they represent Arts, Degrano represents Arts, and Orvold represents Open Studies.

Aamer: Responded that they represent Business.

Batycki: Responded that they represent Engineering.

Morris: Responded that they represent Education and work for Residence Services.

DHILLON: Clarified that the timeline for auditing is Spring-Summer audits in September, Fall audits in January, and Winter audits in June.

Aamer: Inquired as to how the auditing process will function.

DHILLON: Responded that the Committee will receive spreadsheets with expenses and select a particular number of line items. Clarified that, thereafter, SRA will send receipts and the Committee will ensure they match up with the line items. Noted that the Committee will work with Student
Group Committee to create a reprimand system for SRA that fail to submit audit materials.

AAMER: Proposed that the Committee prepare a document for SRA outlining the steps of the audit process and the consequences for failing to comply.

DHILLON: Agreed with Aamer. Invited the Committee to review the Executive credit cards statements in the Drive for approval on Monday. Noted that the Committee will also make SRA audit assignments and create a work timeline on Monday.

**2021-01/3b Auditor Selection**

DHILLON: Noted that KPMG has been a competent and longstanding auditor for the SU. Confirmed that KPMG will be presenting the SU audit to the Committee later in the year. Proposed having business professors provide professional development for the Committee.

AAMER: Offered to support Dhillon in connecting with professors.

MORRIS: Emphasised that KPMG should be prepared to explain their technical terminology or use plain language.

**DHILLON/VILLOSO MOVED** to confirm KPMG as the 2021 Students’ Union auditor.

CARRIED

**2021-01/c**

**DHILLON/BATYCKI MOVED** to amend Standing Orders S.4.5 to read ‘Shall receive bi-annual summaries of the Students’ Union organizational units, and select those that should be reviewed by the Committee. Prior notice must be provided to committee members, and the review is subject to consent of the committee.’ and S.1.E. ‘Shall annually review for appropriateness and compliance with the Students’ Union’s budget the transactions of the Students’ Union organizational units’

CARRIED

**2021-01/4**

**INFORMATION ITEMS**

**2021-01/5**

**ADJOURNMENT**

DHILLON: Adjourned the meeting at 6:47pm.

**SUMMARY OF MOTIONS**

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