Tuesday, January 19, 2016
3.30pm
SUB 6-06

AGENDA (AC 2015-10)

2015-10/1 INTRODUCTION

2015-10/1a Call to Order

2015-10/1b Approval of Agenda

2015-10/1c Approval of Minutes

2015-10/1d Chair’s Business

2015-10/2 QUESTION/DISCUSSION PERIOD

2015-10/3 COMMITTEE BUSINESS

2015-10/3a FAMF Disbursement Review

2015-10/3b ISSS FAMF Approval

2015-10/3c ESS 2013/2014 Financial statement and third party review approval.

2015-10/3d VISA statement and P/L Statement review

2015-10/4 INFORMATION ITEMS

2015-10/5 ADJOURNMENT

2015-10/5a Next Meeting: Tuesday, February 2, 2016 @ 3.30pm in SUB 6-06.
AUDIT
COMMITTEE

Wednesday December 16, 2015
6:00 pm
SUB 6-06

ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROXY</th>
<th>PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robyn Paches (Chair)</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Donald Ademaj</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Thomas Patrick</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Ahona Mostafiz</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Sam Cheng</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Leri Koornhof</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Brett Stephen</td>
<td>Y</td>
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MINUTES (AC 2015-09)

2015-09/1  INTRODUCTION

2015-09/1a  Call to Order

Meeting called to order at 18:15.

2015-09/1b  Approval of Agenda

2015-09/1c  Approval of Minutes
2015-09/1d  Chair's Business

2015-09/2  QUESTION/DISCUSSION PERIOD

2015-09/3  COMMITTEE BUSINESS

2015-09/3a  VISA Statement Review

PACHES requested the VISA statements for the past month and put them in the Council Room, which can only be accessed by councilors, for the committee members to review.

All the VISA Statements came from the employees of the SU, including Executives, general manager and other staff. And every receipt should have a note explaining the purpose of the expenses. PACHES will look for a guideline regarding staff expenses.

2015-09/3b  APSA Financial review

PACHES/MOSTAFIZ move to approve APSA’s FAMF.

5/0/0
CARRIED

2015-09/3c  NUA Financial review

CHENG and PACHES reviewed the line and found some receipts missing for a year-end expense. They found out that it is for the expense of tax-return, so they think that it is safe to approve it.

CHENG/PACHES move to approve NUA’s FAMF.

4/0/1
CARRIED
2015-09/3d General FAMF reviews

PACHES requested a line from ISSS, but they did not reply.

CHENG reported that MSA still has not respond to his request and he will email them again.

MOSTAFIZ reported that LSA’s FAMF was approved.

2015-09/4 INFORMATION ITEMS

2015-09/4a SUBmart Profit and Loss Statements

PACHES thinks that the SUBmart has priority as it had undergone great changes. He will create a Google form for the committee write down their findings.

CHENG and KOORNHOF noted the timeframe of the statement is 5 months which is unusual. PACHES will inquire about it.

2015-09/5 ADJOURNMENT

2015-09/5a Next Meeting: To be decided

Meeting adjourned at 18:34.

SUMMARY OF MOTIONS

<table>
<thead>
<tr>
<th>MOTION</th>
<th>VOTES</th>
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</thead>
<tbody>
<tr>
<td>PACHES/MOSTAFIZ move to approve APSA’s FAMF.</td>
<td>5/0/0 - CARRIED</td>
</tr>
<tr>
<td>CHENG/PACHES move to approve NUA’s FAMF.</td>
<td>4/0/1 - CARRIED</td>
</tr>
</tbody>
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