

MSVU Students' Union

Fiscal 2023-2024

| REVENUES | Budgeted | Notes |
|---|-------------------|---|
| General Membership Fees | 569,157.52 | |
| Orientation Fees | 20,881.28 | |
| Health and Dental Plan - Administration Revenue | 25,650.00 | 950 avg enrolment x 13.50 fee x 2 (H and D plan have separate admin fees) |
| Advertising: Handbook | 1,600.00 | based on amount received in 2022-2023 fiscal |
| Grad Photography Commission | 2,300.00 | based on amount received in 2022-2023 fiscal |
| Hub Revenue | 1,800.00 | based on revenue in 2022-2023 fiscal |
| Canadian Federation of Students Fees | | in and out |
| Fountain Play Centre Endowment Recovery | | in and out |
| Events Revenue | | has not been profitable for past several years |
| Orientation Revenue: Kits | | have not been profitable for past several years |
| Sponsorship Other | | no active fundraising efforts |
| Fundraising and Donations (Food Bank and Crow's Nest) | | no active fundraising efforts |
| Misc Revenue | | occasional interest income |
| Total Revenue | 621,388.80 | |

EXPENSES

Full-time Employees

| | | |
|---|-----------|--|
| General Manager | 64,756.90 | based on salary of \$60k for full year |
| Health Plan & Payroll Administrator | 67,750.95 | |
| Food and Beverage Manager | 43,032.00 | based on salary of \$40k for full year |
| Vacation and Banked Time Payout (Maximum) | 11,404.96 | |
| Employee Health & Dental Benefits | 9,259.80 | 2 FT x single plan, 1 FT x family plan |
| Employee Health Spending Accounts | 4,000.00 | 2 FT employees x \$2000 |
| Employee Parking | 843.00 | 3 FT employees x \$281 |

Total 201,047.61

Services for Students (Student Employees)

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|---|-----------|---|
| Fountain Play Center Operations Manager | 12,615.33 | 10 hours/week for summer, 15 hours/week fall and winter |
| Fountain Play Center Programming Manager | 9,217.39 | 15 hours/week fall and winter |
| HUB Manager | 15,737.17 | 20 hours/week for summer, 15 hours/week fall and winter |
| Pride Center Coordinator | 9,058.47 | 15 hours/week fall and winter |
| Creative Content/Social Media Coordinator | 8,899.55 | 15 hours/week fall and winter |
| Hub Staff | 12,459.37 | 21 hours/week fall and winter |
| Food Bank Manager | 12,397.82 | 10 hours/week for summer, 15 hours/week fall and winter |
| Soup Kitchen Manager | 9,058.47 | 15 hours/week fall and winter |

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|-------------------------------------|------------------|-------------------------------|
| Food Security Volunteer Coordinator | 9,058.47 | 15 hours/week fall and winter |
| Total | 98,502.03 | |

Other Wages

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|--|-----------------|---|
| Canada Summer Jobs Research Assistants | 749.82 | |
| Minutes Contractor | 3,500.00 | Final amount TBD based on time required to catch up all outstanding minutes |
| Other Wages & Salaries | | |
| Total | 4,249.82 | |

Student Representative Council

| | | |
|--------------------------------------|------------------|-----------------|
| Arts Representative | 900.00 | 3 terms x \$300 |
| Board of Governors Representatives | 900.00 | 3 terms x \$300 |
| Femme Representative | 900.00 | 3 terms x \$300 |
| Education Representative | 900.00 | 3 terms x \$300 |
| Professional Studies Representative | 900.00 | 3 terms x \$300 |
| First Year Students Representative | 900.00 | 3 terms x \$300 |
| International Student Representative | 900.00 | 3 terms x \$300 |
| Mature Students Representative | 900.00 | 3 terms x \$300 |
| Residence Representative | 900.00 | 3 terms x \$300 |
| Science Representative | 900.00 | 3 terms x \$300 |
| Racialized Representative | 900.00 | 3 terms x \$300 |
| Transfer Students Representative | 900.00 | 3 terms x \$300 |
| Queer Representative | 900.00 | 3 terms x \$300 |
| Indigenous Representative | 900.00 | 3 terms x \$300 |
| Accessibility Representative | 900.00 | 3 terms x \$300 |
| Elections Coordinator | 900.00 | 3 terms x \$300 |
| Total | 14,400.00 | |

Executive

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|---|-------------------|---|
| President | 30,602.97 | 30 hours/week |
| Vice President Student Life | 27,318.62 | 30 hours/week summer, 25 hours/week fall and winter |
| Vice President Advocacy | 25,502.48 | 25 hours/week |
| Vice President Communications | 25,502.48 | 25 hours/week |
| Vice President Graduate Student Affairs | 25,502.48 | 25 hours/week |
| Chief Financial Officer | 25,502.48 | 25 hours/week |
| Executive Transition Pay | 3,131.27 | 25 hours x 6 positions |
| Total | 163,062.77 | |

SRC Staff & Support (Student Employees)

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|---------------------|-----------------|---|
| Council Speaker | 1,950.00 | based on one meeting every 2 weeks x \$75 |
| Recording Secretary | 1,950.00 | based on one meeting every 2 weeks x \$75 |
| Executive Assistant | | |
| Total | 3,900.00 | |

Operating Expenses

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|----------------------------------|-------------------|--|
| Accounting & Audit | 18,192.00 | |
| All building/liability insurance | 20,286.00 | |
| Bereavement & Hospitality | 1,000.00 | |
| CFS Union Dues | | in and out |
| Conferences and Travel | 12,000.00 | |
| Consultancy Fees | 2,500.00 | |
| Courier & Postage | 200.00 | |
| Equipment Maintenance | 1,000.00 | |
| General Manager Hiring Fees | 8,000.00 | as per agreement with MC Advisory |
| Health Plan Expenses | 750.00 | |
| HUB Supplies and Costs | 1,000.00 | |
| Interest & Bank Fees | 1,500.00 | |
| Legal Fees | 10,000.00 | |
| Licensing Fee- music | 450.00 | rounded up, based on prior year |
| Membership Expenses | 1,250.00 | COCA, Amazon Prime, Canva, etc |
| Office Supplies & Expenses | 3,500.00 | |
| Photocopier | 5,000.00 | 12 x \$385.95 = 4,631.40 (rounded up) |
| Rent | 15,000.00 | |
| Telephone & Communications | 200.00 | |
| Training | 5,000.00 | |
| Transcription Services (diVA) | 1,000.00 | only required if requested or more detail required |
| Website Expenses | 1,000.00 | rounded based on calculations |
| Total | 108,828.00 | |

Program Expenses

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|-------------------------------|----------|---|
| Fountain Play Centre Expenses | | in and out |
| Food Bank | 1,500.00 | administrative expenses only, as there are carryforward donations available |
| Nimbus Tutoring Portal Fees | 5,250.00 | |
| Societies Subsidies | 7,000.00 | increased from \$5k last year, as we had more societies request funding |
| Soup Kitchen | 5,000.00 | |
| Pride Centre | 5,000.00 | |

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|-------------------------------|------------------|
| Orientation Expenses (Events) | 15,881.28 |
| Orientation Expenses (Kits) | 5,000.00 |
| Events/General Programming | 15,000.00 |
| Marketing/Promotion | 5,000.00 |
| Wellness Expenses | 2,000.00 |
| Total | 66,631.28 |

Contingency **10,000.00**

| | |
|-------------------|-------------|
| Total Revenues | 621,388.80 |
| Total Expenses | 670,621.51 |
| Surplus (Deficit) | (49,232.71) |

| Capital Investments utilizing reserve funds | |
|--|------------------|
| Swipe Card Access | 40,000.00 |
| Shelving for food bank | 2,500.00 |
| Total | 42,500.00 |