



REPORT OF THE AUS VP FINANCE – March 23rd 2016

1. Hiring:

SNAX

The SNAX Manager, Assistant Manager, VP Finance Elect and I conducted interviews for the position of SNAX Manager last week. There were 5 applicants this year, a sharp increase from the 2 applicants last year.

The new SNAX Manager will be Eilis McCann, who has been serving as a Cashier this year at SNAX. We are very excited for the new ideas she brings to the table. Transition has begun this week, so we can transition the new Manager while SNAX is running. She can witness the operational side of SNAX first-hand this way.

Holly Hilts, the incumbent SNAX Assistant Manager will be returning in her position for next year. No such transition is required as a result.

We are in the process of conducting SNAX Cashier interviews. With close to 60 applications, the hiring process may be take one more week to complete.

Bookkeeper

We received quite a few applications for the bookkeeper position, and I'm currently in the midst of conducting interviews. I anticipate all interviews to be finished by this week.

2. Financial Management Committee:

Met on March 11th and will be meeting again on April 1st potentially. All allocation decisions are attached can be found here:

https://docs.google.com/spreadsheets/d/1Amy3VhVVk0hln_svsiUNcROySGSS93yt5mtxp4k2TrE/edit?usp=sharing.

There are around \$7,000 left in the funds with only two more meetings left. The last meeting will be held on April 8th, so the deadline for applications is April 5th at midnight. This marks my last FMC meeting in over 2 years.

3. Audit 2015-2016:

I've started preparing documents for the annual audit. The bank reconciliations are up to date and certain documents can only be processed till after our fiscal year ends on April 30th.

**Respectfully submitted,
Mirza Ali Shakir,
Vice President Finance**