

2014-2015 Annual Financial Report

Graduate Student Association for Neuroscience, McGill University

Prepared by VP-Finance Brent Dawe

Breakdown of expenses and revenue

Expenses					Revenue		
Event Type	Notes	Event Type	Net Cost	Projected Cost (from budget)		Net Revenue	Projected Revenue (from budget)
Fall Orientation	BBQ & Bar Reservoir	Social	1,255.21	1,300.00	Starting amounts		
Winter Orientation	Forum Sports Bar	Social	338.82	500.00	TD account (Aug 11)	4,608.52	4,608.52
Monthly social event	Halloween, skating, etc.	Social	1,031.25	1,000.00	PGSS Student Life Fund	763.74	643.74
Holiday Party	Bar Nesta	Social	2,131.00	1,300.00	Change Box	611.85	421.85
End of year gala	Auberge St Gabriel	Social	4,653.77	3,500.00	Total carry-over funds	5,984.11	5,674.11
Academic Events	SERFs, tutorials	Academic	699.47	1,000.00	IPN Sponsorship	5,000.00	5,000.00
Research Symposium	Main academic event	Academic	1,672.34	1,700.00	PGSS student life fund (Fall)	3,776.00	3,000.00
Organizational meetings	Monthly meetings, GAs	Organizational	1,000.04	1,000.00	PGSS student life fund (Winter)	3,532.00	3,000.00
Sports	Intramural teams	Sports	780.00	2,000.00	Fundraising	958.15	1,500.00
French Classes	Instructor gifts, excursions	Other	1,375.25	1,000.00	Neurology Student Fund	3,968.87	N/A
Collaboration database	GSAN approved funding	Other	0.00	500.00	(one-time inheritance)		
Donation	BrainReach north	Other	300.00	300.00			
Art contest	Prizes	Other	300.00	300.00			
Clothing Order	Net loss	External	253.21	N/A			
Other meetings	Peer support, etc.	Other	205.87	N/A			
Banking, web site fees	Monthly fees, cheque orders	Organizational	261.49	N/A			
Payment to APF	Via student life fund	Organizational	130.00	N/A			
TOTAL			16,387.72	15,400.00	TOTAL	23,219.13	18,174.11
CARRY-OVER estimate	Revenue minus costs		<u>6,831.41</u>				

Overview of account balances

Account	Starting Balance	Final Balance
TD account (Aug 11)	4,608.52	3,536.21
PGSS Student Life Fund	763.74	3,036.17
Change Box	611.85	244.05
	<u>5,984.11</u>	<u>6,816.43</u>

Note: the total final balance is approximately equal (\$6,816.43 vs \$6,831.41) to the carry-over estimate on the previous page, which grouped together all expenses and sources of revenues for which there were records; the final balance assumes all outstanding cheques written by GSAN will be deducted from the TD account

Transactions from GSAN Student Life Fund at PGSS

Date	Source	Receipt	Method	Value	Balance	Event	Event Type	Person/ Handler
START of TERM					5,166.08			
6/25/2014	GSAN of the Year Gala	old	PGSS	(3,500.00)	1,666.08	Gala	Social	Shaleeza Kaderali
6/25/2014	GSAN academic symposium reception	old	PGSS	(902.34)	763.74	Research Symposium	Academic	George Dawe
START of FISCAL YEAR								
9/30/2014	Fall 2014 tuition fee	N/A	PGSS	3,776.00	4,539.74	Student Fee Deposit	Income	PGSS
9/30/2014	Inherit balance of Neurology association	N/A	PGSS	3,968.87	8,508.61	Inheritance	Income	PGSS
10/28/2014	Payment to APF (postdoctoral fellows)	N/A	PGSS	(130.00)	8,378.61	Payment to APF	Administration	PGSS
12/1/2014	Request for GSAN holiday party	yes	PGSS cheque	(1,900.00)	6,478.61	Holiday Party	Social	Lindsay Wallance
2/1/2015	Winter 2015 tuition fee	N/A	PGSS	3,532.00	10,010.61	Student Fee Deposit	Income	PGSS
3/12/2015	GSAN Trivia Night Invoice	yes	PGSS	(202.10)	9,808.51	Trivia Night	Social	Rochelle Herrington
5/22/2015	Transfer to TD account for GSAN Gala	yes	PGSS cheque	(5,100.00)	4,708.51	Gala Payment	Finance	George Dawe
5/23/2015	GSAN Research Symposium Reception Invoice	yes	PGSS	(952.29)	3,756.22	Research Symposium	Academic	Jonathan Cote
To appear	GSAN Research Symposium Expenses	no	PGSS	(720.05)	3,036.17	Research Symposium	Academic	Jonathan Cote

List of receipts & transactions with records

Date	Source	Method	Note	Value	Event	Handler or person compensated	Reimburse Via
2/13/2014	Pizza Pizza	Debit/Credit	food for olympic watching	55.00	Olympic watching event	Camille Juzwik	Cheque 000061
8/22/2014	Tim Hortons	Debit/Credit	coffee for meeting	24.38	Peer support meeting	Ravishankar Palanisamy	Cheque 000059
8/23/2014	Pizza Pizza Fruit & Veg Store	Debit/Credit	food for meeting	82.03	Peer support meeting	Sylvia Josephy	Cheque 000058
8/28/2014	McGill Client Services	Debit/Credit	1 soccer, 1 volleyball team	465.00	Intramural team fee	George Dawe	Cheque 000053
9/5/2014	Costco & Home Depot	Debit/Credit	food & grill supplies	570.01	Start of year BBQ	Rochelle Herrington	Cheque 000051
9/8/2014	Reservoir Bar	Debit/Credit	drink tab & tip	685.20	Welcome back bar night	Rochelle Herrington	Cheque 000060
9/9/2014	Wordpress website design	PayPal	annual admin. fee GSAN website	18.00	Website Admin Fee	Ravishankar Palanisamy	Cheque 000080
9/25/2014	Pizza Pizza & Provigo	Debit/Credit	food & drink for G.A.	231.74	General Assembly	Rochelle Herrington	Cheque 000062
10/6/2014	Supermarche PA	Debit/Credit	food for committee meeting	49.00	Committee meeting	Rochelle Herrington	Cheque 000063
10/6/2014	Provisions du Parc (depanneur)	Debit/Credit	drinks for committee meeting	47.09	Committee meeting	Hazim Alkhani	Cheque 000064
10/16/2014	Thomson House	Debit/Credit	tickets for PGSS halloween party (50 x 5\$)	250.00	Halloween Party	Lindsay Wallace	Cheque 000065
10/31/2014	Dollarama	Debit/Credit	decorations for halloween party	29.61	Halloween Party	Aimee Chan	Cheque 000070
11/1/2014	Food delivery (provigo)	Cash	tip for delivery of food, drink into MNI	20.00	Halloween Party	Anastasia Glushko	Cheque 000069
11/1/2014	Provigo, Pharmaprix, Eden, SAQ	Debit/Credit	food, drink for halloween party	271.62	Halloween Party	Lindsay Wallace	Cheque 000071
11/4/2014	Restaurant Pushap	Cash	samosas for sale at MNI	70.00	Nov samosa sale MNI	Stefania Dzieciolowska	Cash box
11/6/2014	TD	Cash	money removed from change box	600.00	Deposit cash to TD account	George Dawe	N/A
11/10/2014	Thomson House, Metro	Debit/Credit	food & drink for committee meeting	65.36	Committee meeting	Rochelle Herrington	Cheque 000066
11/12/2014	Restaurant Pushap	Cash	samosas for sale at Douglas	80.00	Nov samosa sale Douglas	Stefania Dzieciolowska	Cash box

11/25/2014	GSAN	Cheque	compensation for MATLAB tutors	150.00	MATLAB tutorials	Hugo Leblanc	Cheques 000067
11/25/2014	GSAN	Cheque	compensation for MATLAB tutors	75.00	MATLAB tutorials	Sebastien Dery	Cheques 000068
11/26/2014	Copies Concordia	Debit/Credit	poster/ printing supplies for holiday party	85.31	GSAN Holiday Party	Anastasia Glushko	Cheque 000076
12/1/2014	PGSS Inc.	Cheque	Allocation to Lindsay for holiday party	1,900.00	GSAN Holiday Party	Lindsay Wallace	N/A
12/5/2014	Thomson House	Unknown	drinks for GSAN board games night at TH	95.45	Board Games Night	Ravishankar Palanisamy	Cheque 000079
12/10/2014	Thomson House	Debit/Credit	food & drink for committee meeting	41.22	Committee meeting	Rochelle Herrington	Cheque 000072
12/12/2014	TD	Cash	money removed from change box	350.00	Deposit cash to TD account	George Dawe	N/A
12/12/2014	Dollarama, IGA	Debit/Credit	food & supplies for holiday party	115.69	Holiday party	Lindsay Wallace	PGSS student life fund
12/12/2014	Bar Nesta	Debit/Credit	holiday party attendee fee	4,540.00	Holiday party	Lindsay Wallace	PGSS fund, ticket sales
12/15/2014	Thomson House	Debit/Credit	GSAN French movie night	31.54	French lesson	Anne Loffler	Cheque 000078
12/21/2014	McGill Client Services	Debit/Credit	1 water polo, 1 volleyball team	490.00	Intramurals	George Dawe	Cheque 000074
1/9/2015	Groupe Diversio (Sports Bar)	Cheque	food, drinks for Winter orientation	338.82	Welcome back bar night	Lindsay Wallace	Cheque 000075
1/12/2015	Thomson House	Debit/Credit	drinks for committee meeting	58.35	Committee meeting	George Dawe	Cheque 000073
1/14/2015	GSAN	Cheque	owed to Lindsay for holiday party	145.69	Holiday party (special)	Lindsay Wallace	Cheque 000077
1/21/2015	McGill Client Services	Debit/Credit	default fee for GSAN waterpolo team	50.00	Intramurals	Rochelle Herrington	Cheque 000082
1/26/2015	Thomson House	Cash, Debit/Credit	food & drink for brain imaging SERF	74.47	GSAN SERF	Jonathan Cote	Cheque 000087
1/26/2015	GSAN	Cheque	speaker at connectivity SERF	25.00	SERF	Sohela Samiee	Cheque 000090
1/26/2015	GSAN	Cheque	speaker at connectivity SERF	25.00	SERF	Sebastien Dery	Cheque 000091
2/15/2015	McGill Client Services	Debit/Credit	default fee for GSAN waterpolo team	50.00	Intramurals	Ravishankar Palanisamy	Cheque 000088
2/19/2015	Restaurant Pushap & Provigo	Cash, Debit/Credit	payment for samosa & supplies	88.78	Feb samosa sale Douglas	Stefania Dzieciolowska	Cash box
	Thomson House	Debit/Credit	drinks for committee meeting		Committee meeting	Rochelle	Cheque

				49.33		Herrington	000081
2/26/2015	Tim Hortons, Patin Patin, Uber	Debit/Credit	coffee, skate rentals for Parc Lafontaine	141.92	Skating night	Lindsay Wallace	Cheque 000089
3/10/2015	Coin deposit to TD account	Cash	transfer coin from change box to account	130.95	Deposit cash to TD account	George Dawe	N/A
3/11/2015	Restaurant Pushap & Couche Tard	Cash, Debit/Credit	payment for samosa & supplies	80.00	Mar samosa sale MNI	George Dawe	Cash box
3/11/2015	Uber	Debit/Credit	taxi trip to bring food supplies to TH for trivia	14.41	Trivia Night	Rochelle Herrington	Cheque 000084
3/11/2015	Provigo	Debit/Credit	grocery supplies for GSAN trivia night	137.90	Trivia Night	Rochelle Herrington	Cheque 000083
3/11/2015	PGSS Inc.	PGSLF	invoice from drinks for GSAN trivia night	202.10	Trivia Night	Rochelle Herrington	PGSS student life fund
3/26/2015	Restaurant Pushap & IGA	Cash, Debit/Credit	payment for samosa & supplies	87.00	Mar samosa sale MNI	George Dawe	Cash box
4/14/2015	Thomson House	Debit/Credit	drinks for Apr GSAN committee meeting	41.22	Committee meeting	Rochelle Herrington	Cheque 000086
4/29/2015	L'Auberge Saint Gabriel	Cheque	deposit for GSAN spring gala	500.00	Spring Gala	Lindsay Wallace	Cheque 000095
4/30/2015	Deposit cash to TD account	Cash	money removed from change box	345.00	Deposit cash to TD account	George Dawe	N/A
4/30/2015	Restaurant Pushap, Pharmaprix	Cash, Debit/Credit	payment for samosa & supplies	79.58	Apr samosa sale MNI	Stefania Dzieciolowska	Cash box
5/8/2015	McGill Client Services	Debit/Credit	gym rental fee for GSAN dodgeball	63.24	Dodgeball game	Lindsay Wallace	Cheque 000094
5/12/2015	Thomson House	Debit/Credit	drinks for May GSAN committee meeting	41.22	Committee meeting	Rochelle Herrington	Cheque 000093
5/12/2015	PayPal	PayPal	small payments confirm PayPal function	0.07	PayPal account	George Dawe	N/A
5/15/2015	Fleuriste Raymond Therien	Cheque	flowers for Dr. Nalbantoglu IPN directorship	57.49	IPN event	Rochelle Herrington	Cheque 000096
5/12/2015	Broderie & Imprimerie GNM Inc.	Cheque	owed to Hazim from clothing order	253.21	Clothing Orders	Hazim Alkhani	Cheque 000099
5/22/2015	Café Starbucks	Debit/Credit, Cash	gifts for judges, cash gift for NeuroArt contest	150.00	NeuroArt Contest	Julia Nantes	Cheque 000104
5/23/2015	PGSS Inc.	PGSLF	invoice from GSAN symposium reception	952.29	Research Symposium	Jonathan Cote	PGSS student life fund
5/23/2015	L'Avenue, Jean Coutu, Dollarama	PGSLF	food, stationary, posters for GSAN symposium	720.05	Research Symposium	Jonathan Cote	PGSS student life fund
5/28/2015	Uber, Pizza Pizza, Provigo	Debit/Credit	taxi and food, drink supplies for spring GA	239.65	General Assembly	Rochelle Herrington	Cheque 000097

Feb-May 2015	Foodie Traiteur at McGill	Cheque	food/coffee for Membrane Traffic journal club	200.00	Membrane Journal Club	Maria Ioannou	Cheque 000105
6/10/2015	Cheque deposit to TD account	PGSLF Cheque	transfer money to TD account for Spring gala	5,100.00	Spring Gala funds	George Dawe	PGSS student life fund
6/22/2015	L'Auberge Saint Gabriel	Cheque	payment for Spring gala, total bill	5,525.14	Spring Gala	Lindsay Wallace	Cheques 98,100
7/9/2015	Metro, Trip de Bouffe, Rona	Debit/Credit	food, BBQ supplies final Cmte meeting	111.72	Committee meeting	Rochelle Herrington	Cheque 000102
7/9/2015	CC Copy	Debit/Credit	peer support posters	41.97	Peer support	Sylvia Josephy	Cheque 000103
Mar, June 2015	Chalet des Erables, La Biopshere	Cash	exursions GSAN french classes, class material	203.71	French lesson	Anne Loffler	Cheque 000112
7/10/2015	GSAN French Instructor Gift	Cheques	J Cote, M Franquin, A Plauski, FPG Juarez, MP Girouard	120.00x5	French lesson	via Anne Loffler	Cheque 106-08,110,111
			Victor Mocanu	40.00x1	French lesson	via Anne Loffler	Cheque 000109
Missing							
5/4/2015	Tutorial instructor gift	Cheque	instructor for ADOBE tutorial	(150.00)	ADOBE tutorial	Yang Ding	Cheque 000092