

January 31, 2024

Fall 2023 Semesterly Report – VP Finance

Winter 2023:

- Transitioned over last councilor financial systems and trends for the years ahead
- Became aware of existing concerns around financial and legal security for the needs of student group audit
- Underwent a BearsDen reregistration going over issues around annual insurance
- Prepared upcoming finance and fundraising projects as well as outgoing tasks

Summer:

- Transitioned over financial accounts with Scotiabank
- Developed the proposed budget for upcoming 23'-24' term with all councilors implementing a more flexible portfolio budget structure
- Drafted sponsorship package with aim to fundraise more money for APSA in a match with rising costs for events
- Drafted various guidance documents (eg. Event insurance and Reimbursement)
- Coordinated finance for Grad 2023 as well as reimbursement
- Engaged in conversations about sponsorship funding for early events (eg. Orientation and Welcome back BBQ)

September/October/November:

- Completed direct payments for many of APSA's largest events and initiatives (eg. Orientation and Fall intramurals)
- Organized the receiving and confirmation of payment for various APSA (eg. Bar nights and membership fees)
- Invoicing any external organizations for payment of funds
- Attending and contributing agenda items as well as facilitating discussion in executive, general and student services meetings
- Recording majority of financial transactions to be turned into accounting excel sheets by portfolio

December:

- Organizing for winter semester and the upcoming transition

Sincerely,



Goodwin Chau, Male Sports Representative
Alberta Pharmacy Students' Association
