

STUDENTS UNION OF UBC OKANAGAN

MAY 31, 2016



KEMP HARVEY HUNT WARD INC.

**Chartered Professional Accountants
A Member of Kemp Harvey Group Inc.**

Associated offices in Burnaby, Grand Forks, Osoyoos, Penticton, Coquitlam, Vernon, Terrace

STUDENTS UNION OF UBC OKANAGAN

FINANCIAL STATEMENTS

MAY 31, 2016

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FINANCIAL STATEMENTS

MAY 31, 2016

INDEX

STATEMENT A - Statement of Operations

STATEMENT B - Statement of Changes in Net Assets

STATEMENT C - Statement of Financial Position

STATEMENT D - Statement of Cash Flows

NOTES TO FINANCIAL STATEMENTS

SCHEDULE 1 - COMPARISON OF ACTUAL FIGURES TO BUDGET FIGURES



KEMP HARVEY HUNT WARD INC.

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STRENGTH IN NUMBERS

INDEPENDENT AUDITORS REPORT

To the members of Students Union of UBC Okanagan

We have audited the accompanying financial statements of Students Union of UBC Okanagan, which comprise the statement of financial position as at May 31, 2016, and the statements of operations and changes in net assets and cash flow, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Students Union of UBC Okanagan as at May 31, 2016, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations

Report on other legal and regulatory requirements

As required by the British Columbia Society Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Kelowna, BC
September 26, 2016

Kemp Harvey Hunt Ward Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

**STUDENTS UNION OF UBC OKANAGAN
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED MAY 31, 2016**

STATEMENT A

	2016	2015	2014
REVENUE			
Student fees	\$ 1,093,757	\$ 1,055,737	\$ 1,070,145
Vending - food	-	-	214
Emergency Aid/ Bursaries Donation	-	-	2,400
Interest	50,131	43,945	47,192
Student Union Productions, net	(179)	1,128	-
Room bookings	2,980	4,656	3,640
Lease Income - Note 11	97,078	97,279	90,326
Used Bookstore - Note 12	4,856	12,438	(18,188)
Newspaper - Note 13	-	-	(10,956)
Pub and food services - Note 15	64,194	45,729	35,328
Coffee house - Note 16	(6,553)	(15,896)	46,223
Miscellaneous	5,469	5,841	1,148
Concessions - Note 17	-	(8,527)	(2,180)
Sponsorship income	4,700	5,450	11,142
UPass administration fee	50,007	48,511	50,025
	<u>1,366,440</u>	<u>1,296,291</u>	<u>1,326,459</u>
EXPENSES			
Accounting and legal	31,934	84,425	69,692
Administration collections	8,765	8,445	8,561
Advertising and promotion	62,431	30,811	16,044
Amortization	210,761	211,166	202,433
Bad debts	12,090	4,704	5,201
Bank charges and interest	2,463	2,984	7,545
Bursaries	3,329	-	3,058
Council conferences & training	64,266	73,083	40,647
Employee conferences	984	473	73
Executive and elections	21,259	21,112	18,817
Executive GM Operations	32,643	20,444	265
Handbook, net	5,572	5,305	7,680
Honoraria - Board of Directors	27,160	19,080	81,558
Insurance and memberships	8,710	9,123	6,840
Interest on long term debt	165,593	168,290	183,227
Loss on disposal of assets	-	6,024	-
Office expenses	8,703	13,575	11,936
Office repairs and maintenance	27,527	13,350	1,563
Ombudsperson	15,000	5,000	10,000
President - Note 18	101,035	64,902	-
Resource Centres	10,646	9,575	6,000
Student Affairs/Campaigns	28,671	61,242	29,198
Student Accounting and Legal services	1,456	1,145	553
Telephone and utilities	20,576	16,866	13,275
VP Finance & Operations - Note 19	150,704	132,364	48,973
VP Services - Note 20	167,583	194,327	127,793
VP Internal - Note 21	36,431	29,990	-
VP External - Note 22	37,044	33,956	-
Wages and employee benefits	422,370	362,239	287,439
Web page	534	846	866
	<u>1,686,240</u>	<u>1,604,846</u>	<u>1,189,237</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ (319,800)	\$ (308,555)	\$ 137,222

See accompanying notes to financial statements

**STUDENTS UNION OF UBC OKANAGAN
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED MAY 31, 2016**

STATEMENT B

	2016	2015	2014
INVESTMENT IN TANGIBLE CAPITAL ASSETS			
Beginning balance	\$ 522,381	\$ 472,931	\$ 356,794
Increase in investment in tangible capital assets			
Purchase of tangible capital assets	93,963	117,038	150,380
Contributions to Student Center	-	27,184	20,085
Amortization - Statement A	(210,761)	(211,166)	(202,433)
Gain (loss) on disposal of assets - Statement A	-	(6,024)	-
Mortgage advances, net of repayments	120,783	122,418	148,105
Ending balance - Statement C	\$ 526,366	\$ 522,381	\$ 472,931
	2016	2015	2014
UNRESTRICTED			
Beginning balance	\$ 1,660,091	\$ 2,018,097	\$ 1,997,013
Excess (deficiency) of revenue over expenses before amortization and gain (loss) on disposal of assets - Statement A	(109,040)	(91,366)	339,654
Purchase of capital assets	(93,963)	(117,038)	(150,380)
Contributions to JPM Student Center	-	(27,184)	(20,085)
Mortgage advances (repayments)	(120,783)	(122,418)	(148,105)
Ending balance - Statement C	\$ 1,336,305	\$ 1,660,091	\$ 2,018,097
	2016	2015	2014
RESTRICTED			
Beginning balance	\$ 1,369,964	\$ 998,677	\$ 926,764
Donation to UBC's start an evolution campaign	-	-	(29,343)
Increase (decrease) of the following:			
Health and Dental - Note 8	374,649	325,209	72,916
Financial Aid Bursary	-	(761)	(2,400)
Clubs and Course Unions	52,463	42,969	39,417
Phoenix Newspaper - Note 13	3,324	944	-
Heat Wave Radio - Note 14	413	(654)	-
Media Fund	8,578	1,786	-
Resource Centers	(775)	1,794	(8,677)
Ending balance - Statement C	\$ 1,808,616	\$ 1,369,964	\$ 998,677
TOTAL NET ASSETS	\$ 3,671,287	\$ 3,552,436	\$ 3,489,705

See accompanying notes to financial statements

STUDENTS UNION OF UBC OKANAGAN
STATEMENT OF FINANCIAL POSITION
MAY 31, 2016

STATEMENT C

	2016	2015	2014
ASSETS			
CURRENT ASSETS			
Cash	\$ 100,942	\$ 795,496	\$ 171,102
Accounts receivable	124,654	26,291	47,896
GST receivable	-	11,254	424
Inventory - Notes 2 & 4	45,533	39,250	39,833
Prepaid expenses	14,657	34,784	20,075
	<u>285,786</u>	907,075	279,330
INVESTMENTS - Note 2	1,289,951	1,018,492	1,989,601
RESTRICTED CASH - Note 5	1,808,616	1,369,953	998,631
TANGIBLE CAPITAL ASSETS - Notes 2 & 6	<u>3,358,784</u>	<u>3,475,580</u>	<u>3,548,550</u>
	\$ 6,743,137	\$ 6,771,100	\$ 6,816,112
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable - Note 7	\$ 190,645	\$ 230,814	\$ 208,233
PST payable	157	36	131
GST payable	3,728	-	-
Payroll payable	41,569	31,841	33,331
WCB payable	416	280	560
Unearned revenue	2,917	2,492	8,533
Current portion of long-term debt	<u>127,727</u>	<u>120,782</u>	<u>122,419</u>
	<u>367,159</u>	386,245	373,207
LONG-TERM DEBT - Note 9	<u>2,704,691</u>	<u>2,832,419</u>	<u>2,953,200</u>
	<u>3,071,850</u>	3,218,664	3,326,407
NET ASSETS - Statement B			
INVESTMENT IN TANGIBLE CAPITAL ASSETS	526,366	522,381	472,931
UNRESTRICTED	1,336,305	1,660,091	2,018,097
RESTRICTED - Note 5	<u>1,808,616</u>	<u>1,369,964</u>	<u>998,677</u>
ENDING BALANCE	<u>3,671,287</u>	3,552,436	3,489,705
	\$ 6,743,137	\$ 6,771,100	\$ 6,816,112

CONTRACTUAL OBLIGATIONS - Note 10

APPROVED ON BEHALF OF THE STUDENTS UNION

See accompanying notes to financial statements

STUDENTS UNION OF UBC OKANAGAN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MAY 31, 2016

STATEMENT D

	2016	2015	2014
OPERATIONS			
Receipts from Revenue	\$ 2,671,086	\$ 2,708,017	\$ 3,662,505
Payments to suppliers for goods and services	(1,782,068)	(1,747,138)	(2,288,029)
Payments to and on behalf of employees	(946,877)	(861,739)	(839,776)
Payments of interest	(165,593)	(168,290)	(183,227)
Changes in sales taxes	<u>15,103</u>	<u>(10,925)</u>	<u>709</u>
CASH PROVIDED (USED)	(208,349)	(80,075)	352,182
INVESTMENTS			
Acquisition of capital assets	(93,963)	(117,038)	(150,380)
Contributions to JPM Student Center	<u>-</u>	<u>(27,184)</u>	<u>(20,085)</u>
CASH USED	(93,963)	(144,222)	(170,465)
FINANCING			
Payments on long-term debt	<u>(120,783)</u>	<u>(122,418)</u>	<u>(148,105)</u>
CASH USED	(120,783)	(122,418)	(148,105)
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(423,095)	(346,715)	33,612
BEGINNING CASH AND CASH EQUIVALENTS	<u>1,813,988</u>	<u>2,160,703</u>	<u>2,127,091</u>
ENDING CASH AND CASH EQUIVALENTS	\$ 1,390,893	\$ 1,813,988	\$ 2,160,703
CASH AND CASH EQUIVALENTS REPRESENTED BY:			
Cash	\$ 100,942	\$ 795,496	\$ 171,102
Term deposits	<u>1,289,951</u>	<u>1,018,492</u>	<u>1,989,601</u>
ENDING CASH AND CASH EQUIVALENTS	\$ 1,390,893	\$ 1,813,988	\$ 2,160,703

See accompanying notes to financial statements

STUDENTS UNION OF UBC OKANAGAN
NOTES TO FINANCIAL STATEMENTS
MAY 31, 2016

Note 1 PURPOSE OF THE ORGANIZATION

The purpose of the Students Union of UBC Okanagan is to co-ordinate, direct and promote the activities of the students of the UBC Okanagan campus. The Students Union is registered under the B.C. Society Act as a not-for-profit organization and is exempt from income taxes under the Income Tax Act of Canada.

Note 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) that are applicable to a students union that will continue in operation for the foreseeable future and will be able to realize its assets and discharge its liabilities in the normal course of operations (a "going concern").

b) Revenue recognition

The Students Union receives monies from a number of different sources and classifies these monies into different categories of revenue. The Students Union uses the deferral method of accounting for contributions. Revenues received without restrictions are reported as revenue at the time the services are substantially provided or the product is delivered.

c) Valuation of inventories

Inventory has been valued at the lower of cost (determined principally on the first-in, first-out and specific item basis) or net realizable value. Supplies are recorded at cost.

d) Investments

Investments are carried at cost. The investments consist of an investment savings account and term deposits at Interior Savings Credit Union, Valley First Credit Union and Royal Bank of Canada.

e) Amortization

Amortization of tangible capital assets has been recorded using the declining balance method (except as noted) at the following annual rates prorated for the number of months of ownership:

JPM Student Center		30 yrs Straight Line
Office equipment		20 %
Theatre equipment		20 %
Recreation equipment	20 %	
Computer equipment	20 %	
Newspaper equipment	20 %	
Bookstore equipment	20 %	
Pub and food service equipment		20 %
Coffee House equipment	20 %	
Signage	20 %	
Student Union Productions	20 %	
Website	20 %	

f) Use of estimates

When preparing financial statements according to Canadian accounting standards for not-for-profit organizations (ASNPO), estimates are made and assumptions relating to:

- Reported amounts of revenue and expenses
- Reported amounts of assets and liabilities
- Disclosure of contingent assets and liabilities

Assumptions are based on a number of factors including historical experience, current events, actions that the Students Union of UBC Okanagan may undertake in the future, and other assumptions that are believed to be reasonable under the circumstances. Actual results could differ from those estimates under different conditions and assumptions. Estimates are used when accounting for certain items such as useful lives of capital assets, impairment of long-lived assets, goodwill, employee future benefits, allowance for doubtful accounts, and provision for slow-moving inventories.

Note 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

g) Comparative figures

Due to budget restructuring for the 2015 year end, certain figures are not comparable to prior years. These changes were made to better reflect the operations of the Students Union going forward and to encourage better accountability and fiscal management for various groups within the Students Union.

Note 3 FINANCIAL INSTRUMENTS

The Students Union of UBC Okanagan's financial instruments consist of cash, cash equivalents, accounts receivable, accounts payable and accruals and long term debt. Unless otherwise noted, it is the opinion of management that the Students Union of UBC Okanagan is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair value of the instruments approximates their carrying values, unless otherwise noted.

Note 4 INVENTORY

	2016	2015	2014
Bookstore			
Postage	\$ 342	\$ 136	\$ 501
Stationery	2,906	2,390	3,290
Books/iClickers	10,759	8,605	5,342
Merchandise / pop & snacks	3,332	4,370	8,707
Miscellaneous & memberships	454	-	-
Pharmacy	900	385	-
Confection	2,863	1,533	-
Apparel	3,797	5,444	-
Coffee shop	11,753	11,319	11,322
Food Services	6,394	3,645	3,611
Pub	2,033	1,423	439
Cinesnax	-	-	6,621
	<u>\$ 45,533</u>	<u>\$ 39,250</u>	<u>\$ 39,833</u>

Note 5 RESTRICTED CASH

Cash designated for specific purposes is segregated as follows:

	2016	2015	2014
Club and Course Union accounts	\$ 262,698	\$ 210,235	\$ 167,267
Resource Centres	6,657	7,351	5,567
Student health and dental plans - Note 8	1,524,942	1,150,292	825,083
Media Fund	10,364	1,786	-
Okanagan students first contingency fund	-	-	(46)
Phoenix Newspaper - Note 13	4,268	944	-
Heat Wave Radio - Note 14	(241)	(654)	-
Student bursary fund	-	-	761
	<u>1,808,688</u>	<u>1,369,954</u>	<u>998,632</u>

Note 6 TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value		
			2016	2015	2014
JPM Student Center	\$ 3,839,155	\$ 841,157	\$ 2,997,998	\$ 3,104,134	\$ 3,203,828
Office equipment	80,579	30,478	50,101	52,069	14,667
Recreation equipment	37,065	22,054	15,011	16,708	19,551
Computer equipment	160,706	115,625	45,081	51,432	60,613
Newspaper equipment	23,691	13,102	10,589	7,987	7,519
Bookstore equipment	34,390	15,476	18,914	17,292	21,684
Pub and food service equipment	311,064	205,337	105,727	119,234	124,052
Theatre equipment	58,965	28,606	30,359	37,949	46,115
Student Union Productions	31,912	9,754	22,158	25,693	-
Coffee House equipment	64,806	35,043	29,763	28,574	36,309
Signage	37,599	21,489	16,110	14,508	14,212
Website	19,584	2,611	16,973	-	-
	<u>\$ 4,699,516</u>	<u>\$ 1,340,732</u>	<u>\$ 3,358,784</u>	<u>\$ 3,475,580</u>	<u>\$ 3,548,550</u>

Note 7 ACCOUNTS PAYABLE

	2016	2015	2014
Accounts payable	\$ 85,520	\$ 121,474	\$ 99,009
Accrued interest payable	<u>105,125</u>	<u>109,340</u>	<u>109,224</u>
	<u>\$ 190,645</u>	<u>\$ 230,814</u>	<u>\$ 208,233</u>

Note 8 FUNDS HELD IN TRUST - STUDENT HEALTH & DENTAL PLAN

The Student Health & Dental plans are administered by the Student Union. The plans run from September 1 to August 31 each year. Premiums are collected from the students with their tuition fees when they register. The funds are held in trust by the Student Union during the year and remitted to the carrier. Payments totalling \$25,120 have been made subsequent to May 31, 2016. Any funds remaining in the account will be kept to subsidize future fluctuations in premiums.

	2016	2015	2014
Funds held in Trust - August 31	\$ 1,149,644	\$ 820,175	\$ 524,027
Premiums collected	1,604,589	1,507,827	1,424,709
Remittances to Carrier	(1,179,909)	(1,097,602)	(1,054,493)
Administration costs			
Office and printing	(1,980)	(240)	(1,956)
Wages and employee benefits	(8,592)	(34,739)	(35,203)
Travel	(972)	(6,663)	-
Admin fee	(12,837)	(13,465)	(7,000)
Lease	(25,000)	(25,000)	(25,000)
Total Administration Costs	<u>(49,381)</u>	<u>(80,107)</u>	<u>(69,159)</u>
Funds held in Trust - May 31	1,524,943	1,150,293	825,084
Payments in June - August	<u>(25,120)</u>	<u>(649)</u>	<u>(4,909)</u>
Surplus funds at end of term - August 31	<u>\$ 1,499,823</u>	<u>\$ 1,149,644</u>	<u>\$ 820,175</u>

Note 9 LONG-TERM DEBT

	2016	2015	2014
UBCO - Soft Costs Mortgage			
Payable in blended monthly instalments of \$5,398 including interest at 5.75% up to October 31, 2009. Payments then change to yearly payments of \$66,524 starting in November 2009. The term is 15 years or 180 months. Required payments will be taken at source by UBCO based on the collection of assessed Student Fees and the corresponding calculated disbursement/reconciliation in September/October and March of each fiscal year. UBCSU also agrees to apply 50% of any excess revenue over expenses supported by the UBCSU annual financial statements against the repayment of principal of this loan. Any additional payments in multiples of \$25,000 do not reduce the monthly payment but rather the principal amount outstanding at the time of the additional payment.	\$ 360,099	\$ 403,426	\$ 452,600
UBCO - Building Costs Mortgage			
Payable in blended annual instalments including interest at 5.75%. Payments are \$145,838 September 30, 2009, \$204,510 September 30, 2010 and \$224,067 every September thereafter concluding September 30, 2033. Required payments will be taken at source by UBCO based on the collection of assessed Student Fees and the corresponding calculated disbursement/reconciliation in September/October and March of each fiscal year.	<u>2,472,319</u>	<u>2,549,775</u>	<u>2,623,019</u>
	<u>2,832,418</u>	2,953,201	3,075,619
Less: current portion due within one year	<u>127,727</u>	<u>120,782</u>	<u>122,419</u>
	<u>\$ 2,704,691</u>	<u>\$ 2,832,419</u>	<u>\$ 2,953,200</u>
The required principal repayable on the long-term debt over the next five years will be as follows:			
2017	\$ 127,727		
2018	\$ 135,072		
2019	\$ 142,838		
2020	\$ 151,052		
2021	\$ 159,737		

Note 10 CONTRACTUAL OBLIGATIONS

The Student Union has entered into a 30 year lease agreement for premises in the J. Peter Meekison Student Center commencing on the Commencement Date, August 14, 2009. Rent in the amount of \$10 per annum is payable on the Commencement Date, and each anniversary of the Commencement Date thereafter. Payment of Additional Rent shall be paid on a quarterly basis as accounts are rendered by the University or its agent from time to time, and in any event within 30 calendar days of the date of such account. Additional Rent includes the Student Union's proportionate share of the operating costs, goods and services or value added taxes, and occupancy costs (Electricity, custodial services, maintenance, gas, garbage, sewage, water, other utilities and operating costs). On August 5, 2014 the University and Student Union mutually agreed to amend the lease to increase the demised premises and alter the approved commercial activities and increase the maximum commercial space. To compensate the University for this amendment the Student Union agreed to pay an annual amount of \$1,980 as additional rent plus applicable GST during the term of the lease.

The Student Union entered into a contract with UBC Okanagan to establish the Office of the Ombudsperson. In 2014 through 2017 the Student Union will pay to UBC the sum of \$15,000 (increased from the original agreement of \$10,000 per year) to be used towards the salary of the Ombudsperson. The contract also stipulates that either party may terminate the contract by giving the other six months notice, as well as, the agreement can also be terminated any time by a students' referendum, approved by the Board of Governors.

On February 3rd, 2016 the Board of Directors voted unanimously to withdraw their funding for the Ombudsperson and exit from the contract.

The Student Union entered into a three year contract with This is Blueprint commencing June 23, 2015, to have the exclusive right to plan, promote, produce and organize the UBCSUO events for Recess and Frosh. Fees for services rendered ranging from \$10,000 to \$20,000 based on the number of ticket holders who attend are payable to Blueprint for each event. The contract also stipulates that UBCSUO may cancel the event at no cost by providing Blueprint with five months notice of cancellation, and Blueprint shall receive a right of first refusal to be the exclusive provider of these services for the next Frosh or Recess event scheduled after the term of this agreement has expired.

The Student Union entered into a twelve month contract with Borins & Company commencing June 15, 2014 for legal services relating to amendments to the BC's University Act and College and Institute Act. Fees of \$9,000 per month plus GST split evenly between UBCSUO and Kwantlen University College Student Association are payable monthly. The engagement may be terminated before the expiration date if 60 days' notice or payment in lieu thereof is provided to the other party. The retainer was extended for a period of six months and expired on November 30, 2015.

Note 11 LEASE INCOME

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Revenue				
Koi Sushi	\$ 55,000	\$ 56,161	\$ 54,971	\$ 37,926
Taco Del Mar Lease	45,000	8,917	7,118	-
Health & Dental Lease	25,000	25,000	25,000	25,000
Bank Lease	20,000	7,000	10,190	20,400
Newspaper Lease	-	-	-	7,000
	<u>\$ 145,000</u>	<u>\$ 97,078</u>	<u>\$ 97,279</u>	<u>\$ 90,326</u>

Note 12 USED BOOKSTORE

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Revenue				
Bus passes	\$ 26,000	\$ 25,163	\$ 24,766	\$ 27,222
Merchandise and New Books	122,600	130,048	112,504	64,798
Used books	175,000	178,864	199,649	231,192
Miscellaneous	5,500	6,461	1,867	2,424
	<u>329,100</u>	<u>340,536</u>	<u>338,786</u>	<u>325,636</u>
Expenses				
Bus passes	25,000	24,676	23,977	27,029
Merchandise	53,450	55,019	46,443	48,735
New books	27,000	28,118	29,263	35,549
Used books	130,000	136,619	157,390	150,759
Supplies and miscellaneous	9,450	14,455	13,070	9,630
Credit card charges	4,200	4,454	5,269	4,323
Wages	65,000	72,339	50,936	67,798
	<u>314,100</u>	<u>335,680</u>	<u>326,348</u>	<u>343,823</u>
	\$ 15,000	\$ 4,856	\$ 12,438	\$ (18,187)

Note 13 NEWSPAPER - THE PHOENIX

	2016	2015	2014
Receipts			
Fees - Student Media Fund	\$ 38,000	\$ 37,000	\$ 49,517
Advertising - Local	3,530	1,173	18,229
Advertising - National	7,031	2,000	477
	<u>48,561</u>	<u>40,173</u>	<u>68,223</u>
Disbursements			
Honoraria	24,767	19,763	44,445
Conferences	5,792	1,655	800
CUP membership fees	1,021	2,154	2,156
Miscellaneous	-	-	1,347
Office and computer	1,183	597	2,518
Printing	11,602	15,060	16,158
Miscellaneous	872	-	2,875
Lease	-	-	7,000
Insurance	-	-	1,880
	<u>45,237</u>	<u>39,229</u>	<u>79,179</u>
Current Year Change	3,324	944	(10,956)
Opening Balance	944	-	-
Ending Balance	\$ 4,268	\$ 944	\$ -

The Phoenix receives its revenue from the Student Media Fund fees collected from the students and advertising sold for the newspaper. Effective June 1, 2014 the operating costs are limited to the Student Media Fund fees received and any other revenue generated by the Phoenix. If funds are not spent in the current year they will carry forward and be available for the next fiscal year. If the expenses exceed the funding available, the deficit will come out of the surplus from previous years or the following year's funds.

Note 14 HEAT WAVE RADIO

	2016	2015	2014
Receipts			
Fees - Student Media Fund	\$ 1,000	\$ 10,000	\$ -
Donation/Sponsorship	645	194	-
	<u>1,645</u>	<u>10,194</u>	<u>-</u>
Disbursements			
Radio Booth/Equipment	353	10,194	-
Advertising/Website	510	285	-
Radio Licence	369	369	-
	<u>1,232</u>	<u>10,848</u>	<u>-</u>
Current Year Change	413	(654)	-
Opening Balance	(654)	-	-
Ending Balance	\$ (241)	\$ (654)	\$ -

Heat Wave Radio receives its revenue from the Student Media Fund fees collected from the students and advertising sold or donations received. Effective June 1, 2014 the operating costs are limited to the Student Media Fund fees received and any other revenue generated. If funds are not spent in the current year they will carry forward and be available for the next fiscal year. If the expenses exceed the funding available, the deficit will come out of the following year's funds.

Note 15 PUB AND FOOD SERVICES

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Revenue				
Sales	\$ 815,600	\$ 841,873	\$ 775,279	\$ 723,747
Catering and Special Events	10,000	25,504	8,469	-
Pool Tables	3,000	2,667	2,864	2,420
Entertainment	1,000	530	728	220
Skills net income	-	-	-	3,178
	<u>829,600</u>	<u>870,574</u>	<u>787,340</u>	<u>729,565</u>
Expenses				
Cost of goods sold	417,200	446,916	409,482	374,720
Advertising and promotions	600	593	95	7,161
Audit - liquor	125	125	125	125
Bank charges	2,500	2,793	2,348	2,787
Cleaning supplies	4,500	1,955	4,764	4,295
Entertainment	10,000	11,575	2,916	-
Equipment and supplies	5,000	2,525	4,165	1,537
Insurance	6,500	6,000	6,000	6,000
Licenses	2,675	3,347	1,846	2,481
Maintenance and repairs	11,000	9,766	10,913	13,049
Miscellaneous	700	679	4,661	2,002
Telephone and cable	2,800	2,774	2,581	2,161
Uniforms	5,000	5,708	4,898	2,989
Utilities	15,000	16,016	10,072	12,217
Wages and benefits	286,000	295,608	276,745	262,713
	<u>769,600</u>	<u>806,380</u>	<u>741,611</u>	<u>694,237</u>
	\$ 60,000	\$ 64,194	\$ 45,729	\$ 35,328

Note 16 THE COFFEE HOUSE

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Revenue				
Sales - Coffee House	\$ 275,000	\$ 243,668	\$ 264,292	\$ 301,107
Sales - Catering	40,000	34,994	36,111	46,262
	<u>315,000</u>	<u>278,662</u>	<u>300,403</u>	<u>347,369</u>
Expenses				
Advertising	400	56	344	368
Wages and benefits	138,000	139,265	148,013	121,346
Purchases and supplies	154,400	138,196	160,932	177,804
Bank charges	2,700	2,574	2,662	-
Maintenance	4,500	5,124	4,348	1,628
	<u>300,000</u>	<u>285,215</u>	<u>316,299</u>	<u>301,146</u>
	\$ 15,000	\$ (6,553)	\$ (15,896)	\$ 46,223

Note 17 CINESNAX

	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Revenue			
Sales	\$ -	\$ 27,390	\$ 32,340
Expenses			
Purchases and supplies	-	19,556	17,166
Other expenses	-	1,872	3,353
Wages and benefits	-	14,488	14,000
	<u>-</u>	<u>35,916</u>	<u>34,519</u>
	\$ -	\$ (8,526)	\$ (2,179)

Cinesnax was permanently closed in April 2015.

Note 18 PRESIDENT

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Salary - President	\$ 20,000	\$ 22,311	\$ 19,386	\$ -
MyUBC	-	-	1,279	-
AVP Honorarium	-	7,563	-	-
Campus Community Bridges	35,000	56,022	-	-
Build UBC	-	-	10,227	-
President's Fund	<u>10,000</u>	<u>15,140</u>	<u>34,010</u>	<u>-</u>
	\$ 65,000	\$ 101,036	\$ 64,902	\$ -

Note 19 VP FINANCE AND OPERATIONS

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Salary - VP Finance and Operations	\$ 20,000	\$ 18,668	\$ 19,386	\$ -
AVP Honorarium	5,600	6,548	7,200	-
Club Development	15,000	48,177	-	-
Student Association Grants	<u>80,000</u>	<u>77,310</u>	<u>105,778</u>	<u>48,973</u>
	\$ 120,600	\$ 150,703	\$ 132,364	\$ 48,973

Note 20 VP SERVICES

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Salary - VP Services	\$ 20,000	\$ 18,668	\$ 19,385	\$ -
AVP Honorarium	7,200	7,500	9,800	-
Orientation Week (Frosh)	55,000	52,045	50,539	-
Year End Party (Recess)	55,000	60,710	62,105	-
Events Development	<u>10,000</u>	<u>28,660</u>	<u>52,498</u>	<u>127,793</u>
	\$ 147,200	\$ 167,583	\$ 194,327	\$ 127,793

Note 21 VP INTERNAL

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Salary - VP Internal	\$ 20,000	\$ 18,668	\$ 19,386	\$ -
AVP Honorarium	5,600	7,708	5,150	-
Accessibility, Equity and Inclusion	-	7,055	254	-
Wage - Resource Center Co-Ordinator	-	3,000	5,200	-
	<u>\$ 25,600</u>	<u>\$ 36,431</u>	<u>\$ 29,990</u>	<u>\$ -</u>

Note 22 VP EXTERNAL

	2016 BUDGET	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Salary - VP External	\$ 20,000	\$ 18,669	\$ 19,386	\$ -
AVP Honorarium	5,600	7,200	10,400	-
International Women's Day	3,000	11,176	-	-
University Affairs	-	-	4,170	-
	<u>\$ 28,600</u>	<u>\$ 37,045</u>	<u>\$ 33,956</u>	<u>\$ -</u>

**STUDENTS UNION OF UBC OKANAGAN
COMPARISON OF ACTUAL FIGURES TO BUDGET FIGURES
FOR THE YEAR ENDED MAY 31, 2016**

SCHEDULE 1

REVENUE

	ACTUAL	BUDGET	OVER (UNDER)
Student fees	\$ 1,093,757	\$ 1,060,000	\$ 33,757
Interest	50,131	56,000	(5,869)
Student Union Productions	(179)	5,000	(5,179)
Room lease	2,980	5,000	(2,020)
Lease Income	97,078	145,000	(47,922)
Used Bookstore	4,856	15,000	(10,144)
Pub and Food Services	64,194	60,000	4,194
Coffee House	(6,553)	15,000	(21,553)
Miscellaneous	5,469	6,000	(531)
Sponsorship	4,700	5,500	(800)
UPass administration fee	50,007	49,000	1,007
	<u>1,366,440</u>	<u>1,421,500</u>	<u>(55,060)</u>

EXPENSES

Accounting and legal	31,934	25,000	6,934
Administrative collections	8,765	8,570	195
Advertising and promotion	62,431	45,000	17,431
Amortization	210,761	202,000	8,761
Bad debts	12,090	-	12,090
Bank charges and interest	2,463	3,600	(1,137)
Bursaries	3,329	2,400	929
Council conferences & training	64,266	45,000	19,266
Employee Conferences	984	2,500	(1,516)
Executive and elections	21,259	10,500	10,759
Executive GM Operations	32,643	20,000	12,643
Handbook - net	5,572	-	5,572
Honoraria - Board of Directors	27,160	20,000	7,160
Insurance and memberships	8,710	15,200	(6,490)
Interest on long-term debt	165,593	169,809	(4,216)
Office expenses	8,703	19,500	(10,797)
Office repairs and maintenance	27,527	10,000	17,527
Ombudsmen	15,000	15,000	-
President	101,035	65,000	36,035
Resource centres	10,646	14,000	(3,354)
Student affairs / campaigns	28,671	28,180	491
Student accounting and legal services	1,456	1,850	(394)
Telephone and utilities	20,576	13,500	7,076
VP Finance and Operations	150,704	120,600	30,104
VP Services	167,583	147,200	20,383
VP Internal	36,431	25,600	10,831
VP External	37,044	28,600	8,444
Wages and employee benefits	422,370	360,000	62,370
Web page	534	-	534
	<u>1,686,240</u>	<u>1,418,609</u>	<u>267,631</u>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(319,800)	2,891	(322,691)
Current year Capital purchases	94,963	50,000	44,963
Principal Payments on Long-term debt	120,783	120,782	1
EXCESS (DEFICIENCY) OF RECEIPTS OVER DISBURSEMENTS	\$ (535,546)	\$ (167,891)	\$ (367,655)