

FINANCIAL STATEMENTS

**STUDENTS UNION OF UBC
OKANAGAN**

May 31, 2020



INDEPENDENT AUDITOR'S REPORT

To the Members of
Students Union of UBC Okanagan

Opinion

We have audited the financial statements of Students Union of UBC Okanagan (the Students Union), which comprise the statement of financial position as at May 31, 2020, and the statements of changes in operations and changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Students Union as at May 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Students Union in accordance with the ethical requirements that are relevant to our audits of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

In preparing the financial statements, management is responsible for assessing the Students Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Students Union or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Students Union's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

INDEPENDENT AUDITOR'S REPORT

- Obtain an understanding of internal control relevant to the audit 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 Students Union's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Students Union's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Students Union to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the British Columbia Societies Act, we report that, in our opinion, the accounting principles used in these financial statements, Canadian accounting standards for not-for-profit organizations, have been applied on a basis consistent with that of the preceding year.

Tompkins Wozny LLP

Vancouver, Canada
November 2, 2020

Chartered Professional Accountants

STATEMENT OF FINANCIAL POSITION

As at May 31

	General Fund \$	Capital Fund \$	Health and Dental Fund \$	Total	
				2020 \$	2019 \$
ASSETS					
Current					
Cash	223,283	—	—	223,283	1,972,795
Accounts receivable	127,452	—	—	127,452	56,880
Inventory [note 5]	52,771	—	—	52,771	51,624
Prepaid expenses	25,328	—	—	25,328	44,973
Total current assets	428,834	—	—	428,834	2,126,272
Investments	2,193,120	—	2,806,880	5,000,000	2,643,200
Capital assets [note 6]	—	2,831,665	—	2,831,665	2,939,533
	2,621,954	2,831,665	2,806,880	8,260,499	7,709,005
LIABILITIES					
Current liabilities					
Accounts payable and accruals [note 7]	249,755	—	40,313	290,068	328,580
Club and course union payables [note 8]	631,390	—	—	631,390	522,796
Other payables [note 9]	163,130	—	—	163,130	103,093
Current portion of long-term debt [note 10]	—	159,737	—	159,737	151,052
Total current liabilities	1,044,275	159,737	40,313	1,244,325	1,105,521
Long-term debt [note 10]	—	2,115,989	—	2,115,989	2,275,727
	1,044,275	2,275,726	40,313	3,360,314	3,381,248
FUND BALANCES					
Invested in capital assets	—	555,939	—	555,939	512,754
Unrestricted	1,577,679	—	—	1,577,679	1,479,271
Internally restricted	—	—	2,766,567	2,766,567	2,335,732
	1,577,679	555,939	2,766,567	4,900,185	4,327,757
	2,621,954	2,831,665	2,806,880	8,260,499	7,709,005

Contractual obligations [note 11]

COVID-19 [note 23]

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director



STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

Year ended May 31

	General Fund \$	Capital Fund \$	Health and Dental Fund \$	Total	
				2020 \$	2019 \$
REVENUE					
Student fees - health and dental	—	—	2,299,420	2,299,420	2,071,178
- operating	1,482,286	—	—	1,482,286	1,345,445
Pub and food services [note 15]	812,245	—	—	812,245	867,761
Bookstore [note 14]	367,318	—	—	367,318	410,731
Coffee House [note 16]	199,829	—	—	199,829	275,050
Lease income [note 13]	152,603	—	—	152,603	140,520
Wage subsidy - government assistance [note 23]	90,231	—	—	90,231	—
Interest	89,176	—	—	89,176	73,668
UPass administration fees	63,130	—	—	63,130	58,903
Events	29,257	—	—	29,257	—
Sponsorship income	7,800	—	—	7,800	11,650
Room bookings	1,510	—	—	1,510	4,960
Miscellaneous	853	—	—	853	1,213
Student Union Productions [note 12]	—	—	—	—	60,178
	3,296,238	—	2,299,420	5,595,658	5,321,257
EXPENSES					
Accounting and legal	22,032	—	—	22,032	48,033
Administration collections	11,858	—	—	11,858	10,764
Advertising and promotion	30,786	—	—	30,786	22,291
Amortization	—	189,040	—	189,040	192,789
Bank charges and interest	3,206	—	—	3,206	2,856
Bookstore [note 14]	365,458	—	—	365,458	392,872
Brand development	12,900	—	—	12,900	—
Bursaries	195,000	—	—	195,000	64,000
Coffee House [note 16]	251,544	—	—	251,544	277,611
Conference and training	22,375	—	—	22,375	37,119
Events	28,915	—	—	28,915	—
Executive and elections	6,258	—	—	6,258	6,675
Executive GM Operations	8,295	—	—	8,295	5,812
Handbook, net	—	—	—	—	(1,765)
Health and Dental Plan premiums and other	—	—	1,868,585	1,868,585	1,969,325
Honoraria - board of directors [note 4]	18,742	—	—	18,742	17,519
Insurance and memberships	14,584	—	—	14,584	11,700
Interest on long-term debt	—	134,268	—	134,268	142,755
Loss (gain) on disposal of assets	—	(1,342)	—	(1,342)	3,946
Office expenses	21,561	—	—	21,561	20,957
Repairs and maintenance	18,976	—	—	18,976	23,154
Ombudsperson	25,000	—	—	25,000	25,000
Pub and food services [note 15]	840,560	—	—	840,560	813,305
Resource centres	14,000	—	—	14,000	14,000
Student Affairs/campaigns	14,832	—	—	14,832	5,120
Student accounting and legal services	207	—	—	207	636
Student Union Productions expenses [note 12]	—	—	—	—	59,992
Telephone and utilities	16,412	—	—	16,412	12,271
President [notes 4 & 17]	52,605	—	—	52,605	41,798
VP Finance & Operations [notes 4 & 18]	209,840	—	—	209,840	164,844
VP Services [notes 4 & 19]	84,615	—	—	84,615	85,327
VP Internal [notes 4 & 20]	34,170	—	—	34,170	49,035
VP External [notes 4 & 21]	51,498	—	—	51,498	42,426
Wages and employee benefits [note 4 & 22]	456,450	—	—	456,450	368,563
	2,832,679	321,966	1,868,585	5,023,230	4,930,730
Excess (deficiency) of revenue over expenses	463,559	(321,966)	430,835	572,428	390,527
Fund balances, beginning of year	1,479,271	512,754	2,335,732	4,327,757	3,937,230
Interfund transfer - purchase of capital assets	(89,830)	89,830	—	—	—
Interfund transfer - repayment of debt	(275,321)	275,321	—	—	—
Fund balances, end of year	1,577,679	555,939	2,766,567	4,900,185	4,327,757

See accompanying notes to the financial statements

STATEMENT OF CASH FLOWS

Year ended May 31

	2020	2019
	\$	\$
OPERATING ACTIVITIES		
Excess of revenue over expenses	572,428	390,527
Amortization of capital assets	189,040	192,789
Loss (gain) on disposal of assets	(1,342)	3,946
	760,126	587,262
Changes in non-cash working capital items		
Accounts receivable	(70,572)	19,004
Inventory	(1,147)	(10,354)
Prepaid expenses	19,645	(2,380)
Accounts payable and accrued liabilities	(38,512)	49,803
Other liabilities	168,631	55,370
Cash provided by operating activities	838,171	698,705
FINANCING ACTIVITIES		
Proceeds from sale of capital assets	10,000	—
Repayment of long-term debt	(151,053)	(142,839)
Cash used in financing activities	(141,053)	(142,839)
INVESTING ACTIVITIES		
Purchase of term deposits	(2,356,800)	(1,870,431)
Purchase of capital assets	(89,830)	(32,574)
Cash used in investing activities	(2,446,630)	(1,903,005)
Decrease in cash for the year	(1,749,512)	(1,347,139)
Cash, beginning of year	1,972,795	3,319,934
Cash, end of year	223,283	1,972,795

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

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.

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) Financial Instruments Policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

c) 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.

d) Fund Accounting

The Students Union follows fund accounting. The major funds are described below:

Operating Fund

The Operating Fund reports the assets, liabilities, revenues and expenses related to the Students Union's support services and administrative activities.

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Capital Asset Fund

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the Student Union's capital assets.

Health & Dental Fund

The Health & Dental Fund was established to provide health and dental plans for students at the University. The Health and Dental plans are administered by StudentCare, which calculates premiums owing. Premiums are paid monthly and are adjusted periodically to account for actual claims experienced. The fund internally restricts excess revenue for future expenditures on health, dental and wellness initiatives.

e) 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.

f) Investments

Investments are carried at fair value. The investments consist of term deposits with maturity dates in excess of three months from the year end date and up to July 2021 with annual interest rate between 1.90% to 2.30%.

g) Amortization of Tangible Capital Assets

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 years Straight Line
▪ Office equipment	20%
▪ Radio station equipment	20%
▪ Recreation equipment	20%
▪ Computer equipment	20%
▪ Newspaper equipment	20%
▪ Bookstore equipment	20%
▪ Pub and food service equipment	20%
▪ Theatre equipment	20%
▪ Student Union Productions equipment	20%
▪ Coffee House equipment	20%
▪ Signage	20%
▪ Website	20%

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

h) Use of Estimates

The preparation of financial statements in conformity with Canadian ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the year. Significant areas requiring the use of management estimates relate to the determination of net recoverable value of assets, in particular as it relates to useful lives of tangible capital assets. Actual results could differ from the estimates.

3. FINANCIAL INSTRUMENTS

The Students Union of UBC Okanagan is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Students Union of UBC Okanagan's risk exposure and concentration as of May 31, 2020.

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Students Union of UBC Okanagan is exposed to limited credit risk from customers due to the limited amount of revenue collected on account. Most daily sales are cash sales and all Membership fees are collected by UBC and remitted to the Students Union of UBC Okanagan.

Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. Students Union of UBC Okanagan has low liquidity risk as their cash and cash equivalents are easily converted to cash in order to meet its financial liabilities.

Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Students Union of UBC Okanagan manages exposure through its normal operating and financing activities. The Students Union of UBC Okanagan is exposed to interest rate risk primarily through its cash equivalents. The long term debt is at a fixed rate of interest so the interest rate risk is minimal for this financial instrument.

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

3. FINANCIAL INSTRUMENTS (CONT'D)

Unless otherwise noted, it is management's opinion that the Students Union of UBC Okanagan is not exposed to significant other risks arising from these financial instruments.

4. REMUNERATION

In accordance with the BC Societies Act, a society must include a note setting out remuneration paid to its directors and its highest paid (\$75,000 plus) employees/contractors. Below is a list of the directors and employees, and their respective remuneration, that meet the qualifications of section 36 of the BC Societies Act.

	2020	2019
	\$	\$
President <i>[note 16]</i>	19,765	20,310
Vice-President Finance and Operations <i>[note 18]</i>	20,904	18,642
Vice-President External <i>[note 21]</i>	20,168	20,312
Vice-President Internal <i>[note 20]</i>	18,366	20,125
Vice-President Services <i>[note 19]</i>	20,904	20,446
Directors at Large	18,742	17,519
Executive General Manager	86,633	77,486

5. INVENTORY

	2020	2019
	\$	\$
Bookstore	29,157	27,324
Coffee shop	13,822	11,324
Pub and Food Services	9,792	12,976
	52,771	51,624

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

6. CAPITAL ASSETS

	2020		2019	
	Cost \$	Accumulated Amortization \$	Net Book Value \$	Net Book Value \$
JPM Student Center - leasehold	3,905,761	1,360,032	2,545,729	2,665,106
Office equipment	107,005	65,816	41,189	34,718
Radio station equipment	6,048	3,269	2,779	3,473
Recreation equipment	40,623	31,021	9,602	8,187
Computer equipment	199,305	126,238	73,067	42,743
Newspaper equipment	23,265	18,973	4,292	5,365
Bookstore equipment	34,390	26,643	7,747	9,684
Pub and food services equipment	361,595	284,573	77,022	84,998
Theatre equipment	58,965	46,530	12,435	15,544
Student Union Productions equipment	19,484	12,147	7,337	18,163
Coffee house equipment	72,584	53,359	19,225	16,725
Signage	64,938	40,649	24,289	26,137
Website	19,584	12,632	6,952	8,690
	4,913,547	2,081,882	2,831,665	2,939,533

7. ACCOUNTS PAYABLE AND ACCRUALS

	2020 \$	2019 \$
Accounts payable	112,688	163,868
StudentCare	40,313	—
Government remittances - GST	1,146	7,514
- PST	—	258
- WorkSafeBC	479	388
Payroll payable	49,743	64,415
Lease deposit	—	1,167
Accrued interest payable	85,699	90,970
	290,068	328,580

8. CLUB AND COURSE UNION PAYABLES

	\$
Balance, beginning of year	522,796
Add: Receipts	741,637
Less: Payouts	(633,043)
Balance, end of year	631,390

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

9. OTHER PAYABLES

	2020	2019
	\$	\$
Resource Centres	34,649	19,462
Media Fund	53,971	33,738
Phoenix Newspaper	2,589	(1,482)
Heat Wave Radio	10,621	4,128
WUSC Student Refugee Program	61,300	47,247
	163,130	103,093

10. LONG-TERM DEBT

	2020	2019
	\$	\$
UBCO - Soft Costs Mortgage		
Payable in blended annual instalments of \$66,524 including interest at 5.75%. The term is 15 years or 180 months and the loan is unsecured. 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 annual payment but rather the principal amount outstanding at the time of the additional payment.	160,402	214,588
UBCO - Building Costs Mortgage		
Payable in blended annual instalments of \$224,067 including interest at 5.75%, 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. The loan is unsecured.	2,115,324	2,212,191
	2,275,726	2,426,779
Less: current portion due within one year	(159,737)	(151,052)
	2,115,989	2,275,727

The required principal repayable on the long-term debt over the next five years will be as follows:

	\$
2021	159,737
2022	168,922
2023	157,057
2024	121,142
2025	128,108

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

11. 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.

12. STUDENT UNION PRODUCTIONS

	2020 \$	2019 \$
Revenue		
SUP events	—	59,805
Rentals and services - external	—	296
Rentals and services - internal	—	77
	—	60,178
Expenses		
SUP event expenses	—	50,636
Honoraria and subcontracts	—	8,950
Office and miscellaneous	—	81
Website expenses	—	325
	—	59,992
	—	186

Prior to the 2020 fiscal year, many events of the Students' Union were run and branded under the banner of Student Union Productions (SUP), while others were under Students' Union branding. In the 2020 fiscal year, SUP was amalgamated under the Students' Union Campus Life portfolio in order to have a cohesive approach to event planning, management and branding. As such, SUP ceased to exist in the 2020 fiscal year.

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

13. LEASE INCOME

	2020	2019
	\$	\$
Third party lease revenue	152,603	140,520

14. BOOKSTORE

	2020	2019
	\$	\$
Revenue		
Bus passes	25,173	24,283
Merchandise and new books	181,929	191,241
Used books	159,670	193,190
Miscellaneous	546	2,017
	367,318	410,731
Expenses		
Bus passes	25,026	23,887
Merchandise	84,042	74,397
New books	51,561	50,328
Used books	111,870	151,855
Supplies and maintenance	9,341	11,825
Credit card charges	4,812	6,145
Wages	78,806	74,435
	365,458	392,872
	1,860	17,859

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

15. PUB AND FOOD SERVICES

	2020	2019
	\$	\$
Revenue		
Sales	809,806	863,852
Catering and special events	782	250
Pool tables	1,307	3,235
Entertainment & promotions	350	424
	812,245	867,761
Expenses		
Cost of goods sold	431,331	444,571
Advertising and promotions	—	66
Audit - liquor	275	275
Bank charges	2,652	3,132
Cleaning supplies	496	458
Entertainment	185	999
Equipment and supplies	2,468	3,804
Insurance	6,000	6,000
Licenses	1,478	2,021
Maintenance and repairs	12,262	12,886
Miscellaneous	761	691
Telephone and cable	3,269	2,423
Uniforms	3,456	2,769
Utilities	12,134	15,252
Wages and benefits	363,793	317,958
	840,560	813,305
	(28,315)	54,456

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

16. COFFEE HOUSE

	2020	2019
	\$	\$
Revenue		
Sales - Coffee House	169,921	231,115
Sales - catering	29,908	43,935
	199,829	275,050
Expenses		
Advertising	—	116
Wages and benefits	134,724	123,413
Purchases and supplies	106,489	142,677
Bank charges	2,124	3,111
Maintenance	8,207	8,294
	251,544	277,611
	(51,715)	(2,561)

17. PRESIDENT

	2020	2019
	\$	\$
Salary - President	19,765	20,310
Legacy Fund	19,763	12,926
Membership Outreach	4,269	—
President's Fund	8,808	8,562
	52,605	41,798

18. VP FINANCE AND OPERATIONS

	2020	2019
	\$	\$
Salary - VP Finance and Operations	20,904	18,642
Club Development	19,121	12,277
Student Association Grants	169,815	133,925
	209,840	164,844

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

19. VP SERVICES

	2020	2019
	\$	\$
Salary - VP Services	20,904	20,446
Orientation Week (Frosh)	46,410	51,496
Year End Party (Recess)	242	12,150
Events Development	17,059	1,235
	84,615	85,327

20. VP INTERNAL

	2020	2019
	\$	\$
Salary - VP Internal	18,366	20,125
Initiatives - Internal	827	—
Resource Development	4,877	540
Food Security	7,419	9,000
WUSC Awareness Development	2,307	4,370
Accessibility, Equity and Inclusion	374	15,000
	34,170	49,035

21. VP EXTERNAL

	2020	2019
	\$	\$
Salary - VP External	20,168	20,312
Educational/Speaker Events	31,330	22,114
	51,498	42,426

NOTES TO FINANCIAL STATEMENTS

May 31, 2020

22. SUMMARY OF TOTAL WAGES AND BENEFITS

	2020	2019
	\$	\$
Operations	456,450	368,563
Bookstore	78,806	74,435
Pub and food services	363,793	317,958
Coffee House	134,724	123,413
President	19,765	20,310
Vice-President Finance and Operations	20,904	18,642
Vice-President External	20,168	20,312
Vice-President Internal	18,366	20,125
Vice-President Services	20,904	20,446
	1,133,880	984,204

23. COVID-19

In March 2020, due to COVID-19, the Student Union closed the Pub, Bookstore, and Coffee House. The Coffee House and Bookstore reopened in the Summer. The Pub reopened at lower capacity in the Fall (the Pub is always closed in the Summer). The Coffee Shop has restructured sales to offer grocery items, no catering, and just a small offering of individual food items. The Coffee Shop continues to sell drinks as usual, but sales have decreased. The Pub, Bookstore, and Coffee House have all seen significant decreases in sales due to lower number of students on campus. Once the University returns to normal operations, the Student Union expects to see the business traffic return to normal.

The Student Union is anticipating a reduction in revenue over expenses, which will correspond to the duration of the COVID-19 crisis, and is taking steps to minimize, mitigate and defer discretionary costs. The Student Union believes that with their current cash reserves and the approach they are taking with respect to managing the crisis, the Student Union will be able to return to normal operations once it is deemed safe to do so.

The Student Union applied for and received a Canada Emergency Wage Subsidy grant to cover 75% of the salaries of its employees for the period March through August 2020. The Wage Subsidy will be applied for in September and subsequent periods as long as the Student Union meets the requirements.