



Fall 2021 Budget Review

For the Consideration of the Legislative Council

Fall 2021 Budget Revision Agenda

SSMJ Budget Structure

- Department

- GL Accounts

The Process™

2021 Budget Revision Considerations

- Budget Surplus and Shortfalls

- Gerts uncertainty

- Sta ing requirements

The Changes

SSMU Budget Structure

SSMU Budget Structure

Departments

VP Operations (Admin)	SACOMBS
Gender & Sexuality	Queer McGill
VP Internal Affairs (Admin)	Nightline
Black Affairs	Volunteer Service
Communications	Union for Gender Empowerment
VP Student Life (Admin)	WalkSafe
VP External Affairs (Admin)	Plate Club
Campaigns	Musicians Collective
First Year Affairs	Black Students' Network
Elections	Arab Student Network
Equity	Flat Bike Collective
Mental Health	EDRSC
Indigenous Affairs	POTUS (PTOT)
Anti-Violence	SWSA (Social Work)
Environment Committee	NUS (Nursing)

SSMU Budget Structure

Departments

University Affairs
External Affairs
Council & Committees
Executive Committee
General Assembly
Community Relations
VP University Affairs (Admin)
Conferences, Special Events & Concerts
SSMU Town Hall
Savoy Society
Grad Frosh
Frosh

Club Subsidies (Funding)
Clubs and Services
First Year Fee
Equity Fee
Campus Life Fee
Space Fee
Anti-Violence fee
Environment Fee
Ambassador Fee
Charity Fee
Indigenous Fund
Mental Health Fee

SSMU Budget Structure

GL Accounts

Dept #	Department Name
	Materials & Supplies
	Cleaning Supplies
	Damaged Inventory
	Kitchen Supplies
	Sets & Props
	Repairs & Maintenance
	Food & Beverages – N / S
	Printing
	Utilities Expense
	Birth Control & Hygiene
	Postage & Courier

Dept #	Department Name
	Rentals
	Room Rental (Funding Eligible)
	Inter Dept. Charges
	Coat check Revenue (Exp.)
	Awards Granted
	Sponsorship
	Bank Charges
	Payroll Charges – CERIDIAN
	Fines / Penalties
	Interest Expense
	Cash Over / Short

SSMU Budget Structure

GL Accounts

Miscellaneous
Campaign Expenses Reimbursed
Clothing
Security
Porter Charges
L / D Telephone and Fax
Photocopy
Office Supplies
Books & Publications

Equipment
Computer Software / Expenses
Furniture
Space Fee Related Expenditures
Telephones
Insurance, Permits & Licences
Taxes
Taxes Municipales (Dept. 3501)
Taxes Scolaires (Dept. 3501)

The Process™

2021 Budget Revision Process

- The 2021 budget revision was drafted in collaboration with the VP Finance, the SSMU Accounting Team, the Managers of the Society, and the Officers of each department.
- This budget revision was focused on making changes to the existing budget based on the actuals seen over the last four months and the needs of the Society, evaluated by the various departments, Managers, and Officers.
- Originally meant to be presented in late October, The Board of Directors extended the deadline to allow the VP Finance to get a better picture of the new financial reality with the return of in-person events and considerations.
- The Finance committee was briefly consulted in early November to get a preliminary idea of what the Budget should focus on, however time constraints prevented further consultations. The committee will be integral in the creation of the 2022/2023 Budget in January and February.

2021 Budget Revision Considerations

2021 Budget Revision Considerations

Not-for-profit Organization

- Requires a balanced budget

Budget Surplus and Shortfalls

- Accruals predict an additional 300k in revenue over the year

- Mistakes from the previous year's budget meant there was a non-existent prediction of 100k revenue from events

- Minicourses are not occurring this year, so there was a reduction in revenues from here.

Gerts uncertainty

The Changes

The Changes: Student Fees and Past Mistakes

Revenue from the General Membership Fees

1,407,066.42\$ for Fall 2021

Using an Accrual rate of 92%, we predict an additional 1,294,501.11\$

As such, we predict a total revenue of 2,701,567.53\$ for 2021/2022

Mistakes:

About 100,000\$ was predicted to come from event rentals over the year

This was based on pre-COVID estimates and are not even close to being reached this year.

As such, I removed this from the budget

We spent about 60k less on salaries this summer than budgeted for, so that money has been re-allocated.

Many categories are off by a few thousands each month based on last year's budget projection

These cancel each other out, and thus was not particularly relevant in the current exercise, but this is something to fix for next year.

The Changes: Minicourses

Due to the switch back to in-person, the Events and Operations departments have been over-exerted

As such, Minicourses had to be put aside for now, with them hopefully coming back in Fall 2022. There is a chance they are back for the Winter, but since this is far from certain, the entire budget was removed from the Revised Budget

Important to note: MiniCourses is Revenue-Generating. As such, this removal reduced our operating budget.

The Changes: Gerts

Gerts opening has been very successful!

Sales a bit better than we predicted, events are happening at a rapid pace, safety measures have been tested and worked

However, some lingering logistical considerations have led to a lack of clarity on expenses. We know it has been profitable, but the extent is uncertain. As such:

I have kept our revenue projections the same and added a 5k/month cushion for expenses. Since Gerts opened in September rather than the originally projected June, I had to remove the expenses and revenues that were budgeted for and added the slim expenses we had in the misc. expenses section.

Conclusions and Important Notes

Conclusion and Important Notes

This revised budget comes with a deficit of 26,001.35\$

This is a small and manageable deficit, notably because SSMU budgets tend to exaggerate expenses rather than underestimate them.

We also have a 488k surplus from last year (thanks COVID?), which allows us to have a cushion in the case where we do indeed run such a deficit

Budgets, even revised ones, are projections and not actuals

We often undershoot our budget expenses

The Executive Committee and the Board of Directors has the power to make expenses not listed in the Budget

SSMU's landscape can change quickly, and as such we need to be able to deviate from the budget to keep everything running smoothly

Conclusion and Important Notes

Even if these staffing additions are numerous, we have to keep in mind that these hires will only begin in January, and thus only cost us 5 months of salary for this budget.

For the coming year, we will ideally be able to fund it through a Membership Fee increase rather than rely on past surpluses as this is unsustainable.

This will be necessary regardless of these hires as inflation has been quite significant this year and thus we need to increase our funding for the coming years.

I have full faith in such an increase being both affordable and necessary, and it will be accompanied with a full budget as to the nature of where such an increase is going.

These staffing increases are also in line with the Five-Year Plan that structures our long-term planning, although not all these positions were included within it as we haven't updated the five-year plan this year as of now.