

Faculty Student Association of DMC-Student Activity Fund

Graduate School Student Council (GSSC)

FY 2018 = June 1, 2017 through May 31, 2018

As of May 31, 2018 (12 months; 6/1/17 thru 5/31/18)

This page (first report) shows the Council's current Certified Budget compared to Actual Year to Date amounts, with its respective variance. The following pages (second report) show the actual transactions processed within each account.

Account	Description	Certified Budget 2017 - 2018	5/31/18 Fiscal Year to Date	Variance
Income				
40-49001-011-30001	ACTIVITIES FEES INCOME	\$ 1,695.00	\$1,620.00	\$ (75.00)
40-40001-011-30001	ROLLOVER BALANCE	1,620.00	1,619.52	(0.48)
Total Income		\$ 3,315.00	\$ 3,239.52	\$ (75.48)
Program Expenses Note: In this section, the last column is the variance. On each individual expense row, a positive variance indicates remaining funds available. A negative variance (amount displayed in brackets) means the account is in deficit.				
40-70009-011-30001	ADMINISTRATION FEE	\$ 108.00	\$ 108.00	\$ -
40-70135-011-30001	MEETINGS	2,470.00	1,632.10	837.90
40-70097-011-30001	SPECIAL EVENT	-	-	-
40-70243-011-30001	STUDENT LOUNGE	645.00	-	645.00
Total Program Expense		\$ 3,223.00	\$ 1,740.10	\$ (1,482.90)
Balance Before Reserves		92.00	1,499.42	1,407.42
Reserves:				
40-30008-011-30001	RESERVE FUND	92.00	-	92.00
Total Reserves		\$ 92.00	\$ -	\$ (92.00)
Total Expenses + Reserves		\$ 3,315.00	\$ 1,740.10	\$ 1,574.90
Total Net Income less Expenses + Reserves		\$ -	\$ 1,499.42	\$ 1,499.42
*SUNY Reserve Guidelines >5% and <100% of prior year actual expenses				

NOTES:

1. SGSSC submitted payment forms with MANY (all) charged to "meeting Expenses" Account, but all detail show expenses were EVENT expenses (wrong account # on payment form).
2. GSSC meeting minutes and motions never include the intended account # to charge (do not conform to SAF Meeting Minutes Guidelines).

Faculty Student Association of Downstate Medical Center
Graduate School Student Council
As of 5/31/18 (12 months; 6/1/17 thru 5/31/18)

Notes regarding this account detailed transaction statement

1. Accounts with zero balances and no activity during period are omitted.
2. The 'debit amount' column represents an expense.
3. The 'credit amount' column represents income.
4. 'Balance' column: a number in parenthesis (x) indicates the net total of transactions had more funds come in than go out.

<u>Date</u>	<u>Trans.</u>	<u>Journal</u>	<u>Reference</u>	<u>Debit Amount</u>	<u>Credit Amount</u>	<u>Balance</u>
40-49001-011						
Account: 40-49001-011 (STUDENT ACTIVITY FEE REVENUE)						
6/1/2017			Account Beginning Balance			\$0.00
10/10/2017	826-38	Cash Receipts	GSSC ACTIVITIES FEES-165-1087		\$810.00	
			Period 5 subtotals	\$0.00	\$810.00	
2/12/2018	971-95	Cash Receipts	Activities Fees Inco-204-1420		\$810.00	
			Period 9 subtotals	\$0.00	\$810.00	
			Account Subtotals	\$0.00	\$1,620.00	
5/31/2018			Account Net Change			(\$1,620.00)
5/31/2018			Account Ending Balance			(\$1,620.00)
40-70009-011						
Account: 40-70009-011 (ADMINISTRATION FEE)						
6/1/2017			Account Beginning Balance			\$0.00
3/5/2018	1046-465	Accounts Payable	FSA Operating Account-030518	\$108.00		
			Period 10 subtotals	\$108.00	\$0.00	
			Account Subtotals	\$108.00	\$0.00	
5/31/2018			Account Net Change			\$108.00
5/31/2018			Account Ending Balance			\$108.00
40-70135-011						
Account: 40-70135-011 (MEETING EXPENSES)						
6/1/2017			Account Beginning Balance			\$0.00
11/10/2017	862-1	Journal Entry	10 Thanksgiving dinner tickets dinner 11/16/17	\$50.00		
			Period 6 subtotals	\$50.00	\$0.00	
5/24/2018	1067-337	Accounts Payable	Julie Parato-05292018	\$19.51		
5/26/2018	1067-469	Accounts Payable	Julie Parato-042718	\$152.30		
5/26/2018	1067-471	Accounts Payable	Julie Parato-032018	\$88.72		
5/26/2018	1067-473	Accounts Payable	Julie Parato-021318	\$95.78		
5/26/2018	1067-475	Accounts Payable	Julie Parato-102417	\$83.67		
5/26/2018	1067-477	Accounts Payable	Julie Parato-092217	\$46.98		
5/26/2018	1067-479	Accounts Payable	Julie Parato-091217	\$245.00		
5/26/2018	1067-497	Accounts Payable	Kristen Whitney-043018	\$67.42		
5/26/2018	1067-499	Accounts Payable	Michael Cupelli-021318	\$67.22		
5/31/2018	1113-85	Accounts Payable	ACUI Corporation-KCC2247669	\$715.50		
			Period 12 subtotals	\$1,582.10	\$0.00	
			Account Subtotals	\$1,632.10	\$0.00	

These were all event expenses
Payment Forms submitted
with wrong account #

sweatshirt purchase

5/31/2018	Account Net Change	<u>\$1,632.10</u>
5/31/2018	Account Ending Balance	<u><u>\$1,632.10</u></u>
6/1/2017	Grand Total Beginning Balance	(\$1,619.52)
5/31/2018	Grand Total Net Change	<u>\$120.10</u>
5/31/2018	Grand Total Ending Balance	<u><u>(\$1,499.42)</u></u>