

**Faculty Student Association of DMC-Student Activity Fund**  
**Medical Student Council Student Notetaking Service 2nd YR (MSC-SNS2)**  
**FY 2019 = June 1, 2018 through May 31, 2019**  
**As of September 30, 2018 (4 months; 06/01/18 thru 09/30/18)**

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 2018 - 2019	Curent YTD	Variance
<b>Income</b>				
40-29000-017-30001	1ST YR SNS ROLLOVER BALANCE	\$ 2,799.00	\$ 2,797.74	\$ (1.26)
40-29000-017-30001	2ND YR SNS ROLLOVER BALANCE (note: actual prior FY rollover variance caused by prior FY2018 \$108 Lecture Fee to Tanmal Shah was deducted after FY2019 budget was prepared)	5,042.00	4,933.80	(108.20)
40-49279-017-30001	2ND YR SNS ALLOCATION FROM MSC	9,810.00	-	(9,810.00)
		<b>\$ 17,651.00</b>	<b>\$ 7,731.54</b>	<b>\$ (9,919.46)</b>
<b>Total Income</b>				
<b>Program Expenses</b> 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.				
40-70009-017-30001	ADMINISTRATION FEE	\$ 2,079.00	\$ -	\$ 2,079.00
40-70108-017-30001	GENERAL MANAGER	880.00	-	880.00
40-70042-017-30001	CLASS MANAGER	1,350.00	-	1,350.00
40-70216-017-30001	TRANSCRIBER SUPERVISOR	1,350.00	-	1,350.00
40-70159-017-30001	PAYROLL SUPERVISOR	220.00	-	220.00
40-70127-017-30001	LECTURE FEE (Avg. \$60)	11,100.00	322.56	10,777.44
<b>Total Program Expense</b>		<b>\$ 16,979.00</b>	<b>\$ 322.56</b>	<b>\$ (16,656.44)</b>
<b>Balance Before Reserves</b>		<b>672.00</b>	<b>7,408.98</b>	<b>6,736.98</b>
<b>Reserves:</b>				
40-30008-017-30001	RESERVE FUND	672.00	-	672.00
<b>Total Reserves</b>		<b>\$ 672.00</b>	<b>\$ -</b>	<b>\$ 672.00</b>
<b>Total Net Income less Expenses + Reserves</b>		<b>\$ -</b>	<b>\$ 7,408.98</b>	<b>\$ 7,408.98</b>
<b>*SUNY Reserve Guidelines &gt;5% and &lt;100% of prior year actual expenses</b>				

Faculty Student Association of Downstate Medical Center  
2nd YR - Student Notetaking Svc (SNS) - 017 (formerly MS2)  
As of September 30, 2018 (4 months; 06/01/18 thru 09/30/18)

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>
<b>40-29000-017</b>						
<b>Account: 40-29000-017 (Funds held in Trust)</b>						
6/1/2018			Account Beginning Balance			(\$4,021.12)
6/1/2018	1254-40	Journal Entry	RECLASS PY ACTIVITY TO ROLLOVER BALANCE		\$2,797.74	
6/1/2018	1254-41	Journal Entry	RECLASS PY ACTIVITY TO ROLLOVER BALANCE	\$4,021.12		
6/1/2018	1254-44	Journal Entry	RECLASS TO LIABILITY		\$4,933.80	
			Period 1 subtotals	\$4,021.12	\$7,731.54	
			Account Subtotals	\$4,021.12	\$7,731.54	
9/30/2018			Account Net Change			(\$3,710.42)
9/30/2018			Account Ending Balance			(\$7,731.54)
<b>40-30014-017</b>						
<b>Account: 40-30014-017 (RETAINED EARNINGS - PRIOR YR)</b>						
6/1/2018			Account Beginning Balance			(\$912.68)
6/1/2018	1254-42	Journal Entry	RECLASS PY ACTIVITY TO ROLLOVER BALANCE		\$4,021.12	
6/1/2018	1254-43	Journal Entry	RECLASS TO LIABILITY	\$4,933.80		
			Period 1 subtotals	\$4,933.80	\$4,021.12	
			Account Subtotals	\$4,933.80	\$4,021.12	
9/30/2018			Account Net Change			\$912.68
9/30/2018			Account Ending Balance			\$0.00
<b>40-70127-017</b>						
<b>Account: 40-70127-017 (LECTURE FEE)</b>						
6/1/2018			Account Beginning Balance			\$0.00
8/17/2018	1217-226	Accounts Payable	Michael Brodsky-08172018	\$108.00		
8/17/2018	1217-231	Accounts Payable	Shari Gurusinghe-08172018	\$45.12		
8/17/2018	1217-236	Accounts Payable	Nicolle Siegart-08172018	\$169.44		
			Period 3 subtotals	\$322.56	\$0.00	
			Account Subtotals	\$322.56	\$0.00	
9/30/2018			Account Net Change			\$322.56
9/30/2018			Account Ending Balance			\$322.56
6/1/2018			Grand Total Beginning Balance			(\$4,933.80)
9/30/2018			Grand Total Net Change			(\$2,475.18)
9/30/2018			Grand Total Ending Balance			(\$7,408.98)