

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 May 31, 2019 (12 months; 06/01/18 thru 05/31/19)				
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
Income				
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	-
		\$ 17,651.00	\$ 17,541.54	\$ (109.46)
Total Income				
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.				
40-70009-017-30001	ADMINISTRATION FEE	\$ 2,079.00	\$ 2,079.00	\$ -
40-70108-017-30001	GENERAL MANAGER	880.00	900.00	(20.00)
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	8,863.06	2,236.94
Total Program Expense		\$ 16,979.00	\$ 14,542.06	\$ (2,436.94)
Balance Before Reserves				
		672.00	2,999.48	2,327.48
Reserves:				
40-30008-017-30001	RESERVE FUND	672.00	-	672.00
Total Reserves		\$ 672.00	\$ -	\$ 672.00
Total Net Income less Expenses + Reserves		\$ -	\$ 2,999.48	\$ 2,999.48
*SUNY Reserve Guidelines >5% and <100% of prior year actual expenses				

Faculty Student Association of Downstate Medical Center
2nd YR - Student Notetaking Svc (SNS) - 017 (formerly MS2)
As of May 31, 2019 (12 months; 06/01/18 thru 05/31/19)

Notes regarding this account detailed transaction statement

1. Accounts with zero balances and no activity during period are omitted.
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<u>Date</u>	<u>Trans.</u>	<u>Journal</u>	<u>Reference</u>	<u>Debit Amount</u>	<u>Credit Amount</u>	<u>Balance</u>
40-29000-017						
Account:	40-29000-017 (Funds held in Trust)					
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	
5/31/2019			Account Net Change			(\$3,710.42)
5/31/2019			Account Ending Balance			(\$7,731.54)
40-49279-017						
Account:	40-49279-017 ((2) ALLOCATION FROM MSC)					
6/1/2018			Account Beginning Balance			\$0.00
6/1/2018	1456-4	Journal Entry	TO RECORD MSC ALLOCATION		\$9,810.00	
			Period 1 subtotals	\$0.00	\$9,810.00	
			Account Subtotals	\$0.00	\$9,810.00	
5/31/2019			Account Net Change			(\$9,810.00)
5/31/2019			Account Ending Balance			(\$9,810.00)
40-70009-017						
Account:	40-70009-017 (ADMINISTRATION FEE)					
6/1/2018			Account Beginning Balance			\$0.00
3/27/2019	1500-420	Accounts Payable	FSA Operating Accoun-03272019	\$2,079.00		

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Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
			Period 10 subtotals	\$2,079.00	\$0.00	
			Account Subtotals	\$2,079.00	\$0.00	
5/31/2019			Account Net Change			\$2,079.00
5/31/2019			Account Ending Balance			\$2,079.00
	40-70042-017					
Account:	40-70042-017 (CLASS MANAGER)					
6/1/2018			Account Beginning Balance			\$0.00
11/16/2018	1344-66	Accounts Payable	Hermione Gaw-102218-2	\$150.00		
11/16/2018	1344-71	Accounts Payable	Hermione Gaw-102218-4	\$150.00		
11/29/2018	1357-58	Accounts Payable	Hermione Gaw-11032018-2	\$150.00		
			Period 6 subtotals	\$450.00	\$0.00	
3/12/2019	1500-37	Accounts Payable	Hermione Gaw-01172019-2	\$150.00		
3/13/2019	1500-43	Accounts Payable	Hermione Gaw-01172019-5	\$150.00		
			Period 10 subtotals	\$300.00	\$0.00	
4/15/2019	1528-29	Accounts Payable	Hermione Gaw-03182019-02	\$150.00		
4/15/2019	1528-35	Accounts Payable	Hermione Gaw-03182019-05	\$150.00		
			Period 11 subtotals	\$300.00	\$0.00	
5/31/2019	1647-5	Journal Entry	HERMOINE GAW-05072019-2	\$150.00		
5/31/2019	1647-6	Journal Entry	HERMOINE GAW-05072019-5	\$150.00		
			Period 12 subtotals	\$300.00	\$0.00	
			Account Subtotals	\$1,350.00	\$0.00	
5/31/2019			Account Net Change			\$1,350.00
5/31/2019			Account Ending Balance			\$1,350.00
	40-70108-017					
Account:	40-70108-017 (GENERAL MANAGER)					

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<u>Date</u>	<u>Trans.</u>	<u>Journal</u>	<u>Reference</u>	<u>Debit Amount</u>	<u>Credit Amount</u>	<u>Balance</u>
6/1/2018			Account Beginning Balance			\$0.00
11/16/2018	1344-65	Accounts Payable	Safanah Siddiqui-102218-1	\$100.00		
11/16/2018	1344-70	Accounts Payable	Safanah Siddiqui-102218-3	\$100.00		
11/29/2018	1357-57	Accounts Payable	Safanah Siddiqui-11032018-1	\$100.00		
			Period 6 subtotals	\$300.00	\$0.00	
3/12/2019	1500-39	Accounts Payable	Safanah Siddiqui-01172019-3	\$100.00		
3/13/2019	1500-45	Accounts Payable	Safanah Siddiqui-01172019-6	\$100.00		
			Period 10 subtotals	\$200.00	\$0.00	
4/15/2019	1528-31	Accounts Payable	Safanah Siddiqui-03182019-03	\$100.00		
4/15/2019	1528-37	Accounts Payable	Safanah Siddiqui-03182019-06	\$100.00		
4/16/2019	1646-3	Journal Entry	SAFANAH SIDDIQUI-05072019-6	\$100.00		
			Period 11 subtotals	\$300.00	\$0.00	
5/31/2019	1646-2	Journal Entry	SAFANAH SIDDIQUI-05072019-3	\$100.00		
			Period 12 subtotals	\$100.00	\$0.00	
			Account Subtotals	\$900.00	\$0.00	
5/31/2019			Account Net Change			\$900.00
5/31/2019			Account Ending Balance			\$900.00

40-70127-017

Account: 40-70127-017 (LECTURE FEE)

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	
11/16/2018	1370-3	Journal Entry	Nicolle Siegart-10212018-1	\$372.00		
11/16/2018	1370-4	Journal Entry	Hermione Gaw-10212018-2	\$121.50		
11/16/2018	1370-5	Journal Entry	Dylan Ofri-10212018-3	\$405.00		
11/16/2018	1370-6	Journal Entry	Carla Kuzmyak-10212018-4	\$158.00		
11/16/2018	1370-7	Journal Entry	Matthew Moy-10212018-5	\$148.50		

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Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
11/16/2018	1370-8	Journal Entry	Yvonne Huang-10212018-6	\$81.00		
11/16/2018	1370-9	Journal Entry	John Heard-10212018-7	\$105.00		
11/16/2018	1370-10	Journal Entry	Tracey Yee-10212018-8	\$229.50		
11/16/2018	1370-11	Journal Entry	Leanna Smith-10212018-9	\$40.50		
11/16/2018	1370-12	Journal Entry	Julie Kim-10212018-10	\$121.50		
11/16/2018	1370-13	Journal Entry	Tobias Atkin-10212018-11	\$202.50		
11/16/2018	1370-14	Journal Entry	Jessica Delahanty-10212018-12	\$225.50		
11/16/2018	1370-15	Journal Entry	Kerry Adler-10212018-13	\$288.00		
11/16/2018	1370-16	Journal Entry	Jonathan Leong-10212018-14	\$54.00		
11/16/2018	1370-17	Journal Entry	Jonathan Leong-10212018-14	\$94.50		
11/16/2018	1370-18	Journal Entry	Shelly Thai-10212018-16	\$54.00		
11/29/2018	1370-20	Journal Entry	Hermione Gaw-11142018-1	\$81.00		
11/29/2018	1370-21	Journal Entry	Safanah Siddiqui-11142018-2	\$171.50		
11/29/2018	1370-22	Journal Entry	Thomas Monaghan-11142018-3	\$67.50		
11/29/2018	1370-23	Journal Entry	Kerry Adler-11142018-4	\$67.50		
11/29/2018	1370-24	Journal Entry	John Heard-10312018-1	\$229.50		
11/29/2018	1370-25	Journal Entry	Carla Kuzmyak-10312018-2	\$62.50		
11/29/2018	1370-26	Journal Entry	Dylan Ofri-10312018-3	\$216.00		
11/29/2018	1370-27	Journal Entry	Shelly Thai-10312018-4	\$324.00		
11/29/2018	1370-28	Journal Entry	Jessica Delahanty-10312018-5	\$54.00		
11/29/2018	1370-29	Journal Entry	Hermione Gaw-10312018-6	\$256.50		
11/29/2018	1370-30	Journal Entry	Nicolle Siegart-10312018-7	\$121.50		
11/29/2018	1370-31	Journal Entry	Kerry Adler-10312018-8	\$387.50		
11/29/2018	1370-32	Journal Entry	Thomas Monaghan-10312018-9	\$216.00		
11/29/2018	1370-33	Journal Entry	Fanny S. Chan-10312018-10	\$54.00		
11/29/2018	1370-34	Journal Entry	Christina Ellison-10312018-11	\$54.00		
Period 6 subtotals				\$5,064.00	\$0.00	
3/31/2019	1511-1	Journal Entry	Dylan Ofri-01172019-7	\$50.00		
3/31/2019	1511-2	Journal Entry	Kerry Adler-01172019-8	\$279.50		
3/31/2019	1511-3	Journal Entry	Shelly Thai-01172019-9	\$243.00		
3/31/2019	1511-4	Journal Entry	Hermoine Gaw-01172019-10	\$162.00		
3/31/2019	1511-5	Journal Entry	Dylan Ofri-01172019-11	\$472.50		
3/31/2019	1511-6	Journal Entry	Hermoince Gaw-01172019-12	\$499.50		
3/31/2019	1511-7	Journal Entry	Christina Ellison-01172019-13	\$67.50		
3/31/2019	1511-8	Journal Entry	Jessica Delahanty--01172019-14	\$162.00		
3/31/2019	1511-9	Journal Entry	Julie Kim--01172019-15	\$40.50		
3/31/2019	1511-10	Journal Entry	Kerry Adler--01172019-16	\$414.50		
3/31/2019	1511-11	Journal Entry	Fanny S Chan--01172019-17	\$162.00		
3/31/2019	1511-12	Journal Entry	Carla Kuzmyak--01172019-18	\$135.00		
3/31/2019	1511-13	Journal Entry	Asli Sinar--01172019-19	\$54.00		
3/31/2019	1511-14	Journal Entry	Shelly Thai--01172019-20	\$27.00		
Period 10 subtotals				\$2,769.00	\$0.00	

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4/16/2019	1567-1	Journal Entry	Hermoine Gaw-03182019-07		\$50.00		
4/16/2019	1567-2	Journal Entry	Dylan Ofri-03182019-08		\$135.00		
4/16/2019	1567-3	Journal Entry	Shelly Thai-03182019-09		\$54.00		
4/16/2019	1567-4	Journal Entry	Kerry Adler-03182019-10		\$468.50		
				<i>Period 11 subtotals</i>	\$707.50	\$0.00	
				<i>Account Subtotals</i>	\$8,863.06	\$0.00	
5/31/2019				<i>Account Net Change</i>			\$8,863.06
5/31/2019				<i>Account Ending Balance</i>			\$8,863.06
40-70216-017							
Account: 40-70216-017 (TRANSCRIBER SUPERVISOR)							
6/1/2018				<i>Account Beginning Balance</i>			\$0.00
11/16/2018	1344-63	Accounts Payable	Safanah Siddiqui-102218-1		\$150.00		
11/16/2018	1344-68	Accounts Payable	Safanah Siddiqui-102218-3		\$150.00		
11/29/2018	1357-55	Accounts Payable	Safanah Siddiqui-11032018-1		\$150.00		
				<i>Period 6 subtotals</i>	\$450.00	\$0.00	
3/12/2019	1500-35	Accounts Payable	Safanah Siddiqui-01172019-1		\$150.00		
3/12/2019	1500-41	Accounts Payable	Safanah Siddiqui-01172019-4		\$150.00		
				<i>Period 10 subtotals</i>	\$300.00	\$0.00	
4/15/2019	1528-27	Accounts Payable	Safanah Siddiqui-03182019-01		\$150.00		
4/15/2019	1528-33	Accounts Payable	Safanah Siddiqui-03182019-04		\$150.00		
				<i>Period 11 subtotals</i>	\$300.00	\$0.00	
5/31/2019	1647-2	Journal Entry	HERMOINE GAW-05072019-1		\$150.00		
5/31/2019	1647-3	Journal Entry	SAFANAH SIDDIQUI-05072019-4		\$150.00		
				<i>Period 12 subtotals</i>	\$300.00	\$0.00	
				<i>Account Subtotals</i>	\$1,350.00	\$0.00	
5/31/2019				<i>Account Net Change</i>			\$1,350.00
5/31/2019				<i>Account Ending Balance</i>			\$1,350.00

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6/1/2018						Grand Total Beginning Balance (\$4,021.12)
						\$1,021.64
5/31/2019						Grand Total Net Change
5/31/2019						Grand Total Ending Balance (\$2,999.48)