



# MEMO

*From the office of the...*

## Vice-President (Finance) & CFO

---

TO: The Full Members of MSU Incorporated  
FROM: Sarphina Chui, Vice President (Finance)  
SUBJECT: 2022-2023 Operating Budget Adjustment  
DATE: June 10<sup>th</sup>, 2022

---

Dear Full Members of MSU Incorporated,

This memo is submitted today to accompany a slight adjustment to the 2022-2023 Operating Budget. It was brought to my attention that there has been an operation oversight resulting in 6 services omitted from the approved 2022-2023 Operating Budget. These services are as follow: Pride Community Centre (PCC), Maroons, Elections Department, Women and Gender Equity Network (WGEN), First Year Council (FYC), and the Advocacy Department budget (under the purview of the Vice President: Education).

Outgoing Service Directors did not submit budgets for the 2022-2023 term and the oversight was missed by the previous Board of Directors. This error has been ameliorated. Below is a high-level outline of the budget increase for each service:

PCC - \$25,035.00  
MAROONS - \$17,773.50  
ELECTIONS - \$27,580  
WGEN - \$25,057.75  
FYC - \$12,525.00  
ADVOCACY - \$171,100.00

Overall, there is an operating expense increase of \$205,071.25.

The original operating budget that was submitted without these services was at an overall gain of \$313,506.86 with \$255,857.61 in operation gain. The end result of these changes makes our operating budget stand in an overall gain of \$108,435.61 with \$50,786.36 in operation gain.

Best,

Sarphina Chui  
Vice President (Finance)  
[vpfinance@msu.mcmaster.ca](mailto:vpfinance@msu.mcmaster.ca)