|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | **2019-2020 Accounts for AGM** |
|  |  |  |  |
|  | **General Account** | **Hardship Account** |  |
| May-2019 | 111193.11 | 8278.29 |  |
| May-2020 | 120034.49 | 11900.48 |  |
|  |  |  |  |
|  | **2019-2020 Transactions** |  |
|  | **Row Labels** | **Sum of amount** | **# recipients** |
|  | To hardship | £10,000.00 |  |
|  | Donations | £5,898.78 |  |
|  | Hardship payments | -£12,276.59 | 75 |
|  | Subs income | £61,916.33 |  |
|  | Subs to UCU | -£5,864.00 |  |
|  | Staff | -£32,970.82 |  |
|  | Remittance | -£4,239.83 |  |
|  |  |  |  |

Motion:

As the current Treasurer is retiring and we have not found a volunteer to fill the Treasurer position, I propose that we establish a financial administrator position with the following duties:

Arrange and make hardship and remittance payments.

Attend Executive Committee (and Reps) meetings and provide any required financial report and to act as minute taker in the absence of the primary Meeting Administrator (Catherine).

To maintain the accounts and to prepare the yearly Branch Financial Report.

Prepare the AGM financial report.

This position will consist of 4 hours per week.

In the first instance, this position should be offered to Kate Edwards. If she is not interested than we can look for another staff person.