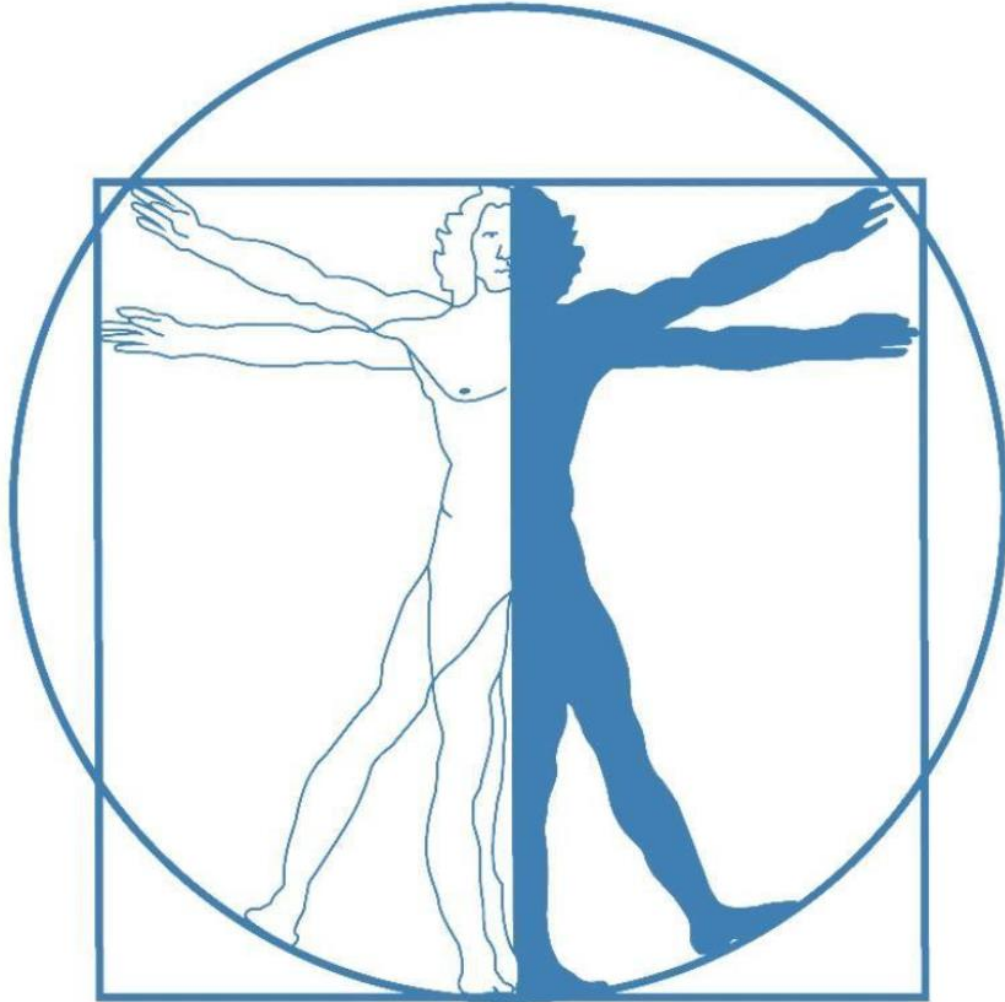


UCMSA Universalis Financial Report

Spring 2024



By Alec Mesters, UCMSA Universalis Treasurer of Spring 2024

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Introduction

This report provides an overview of the financial activity of UCMSA Universalis in the Spring 2024 semester. Specifically, it covers the period between 12th of February and 19th of July 2024. The main Spring budget is allocated among 21 committees and the three Universalis boards (Academic Board, Executive Board, Social Board) and was voted upon in the General Assembly on 28th of February. UCMSA received their semesterly contribution of 13,000€ on the 10th of April 2024.

Contribution UCM	13,000.00 €
Total Available Budget as of 12 th of February (Savings + UCM contribution)	39.154,22€
Total Budgeted	29,227.40€
Total Spent	14.354,37 €

Total Income	24.976,72 €
Total Expenses	29.825,20 €
Difference	-4.848,48€

Layover from Fall 2023 Semester

Fall 2023 Budget

Since the treasury transition occurred a couple weeks before the spring 2024 budget (officially from the 13th of February), some payments belonging to the Fall 2023 budget were processed by the new treasurer and are thus part of this financial report. Furthermore, there were 2 invoices from Fall 2023 sent in during the Spring 2024 semester. The charity proceeds collected during the Fall semester were also donated during spring semester

Committee	Description	Used Budget
Social Board	Intro Days	13,97€
Executive Board	Banking fees	30,19€
Swing	Valentine day Gala	165€
STEM	Natural History Museum	114€
Social Board	Merchandise	1945€
Charity	Donation	592,86€
Total		2861,02€

Fall 2023 to Spring 2024 Stopgap

Next to the main budget General Assembly, UCMSA also holds a Surplus/Stopgap (and Election) General Assembly. The Surplus Budget enables committees to budget left-over money for additional events at the end of the semester. The Stopgap Budget covers any events that occur in the two- to three weeks of the new semester before the main Budget General Assembly has been held. the expenses that were made for the Fall 2022 to Spring 2023 Stopgap Budget are presented in the table below. For simplicity's sake, expenses that were budgeted but not made are excluded from the table, and thus no summary line is included for the allocated budget.

Committee	Description	Allocated Budget	Used Budget
Academic Board	Lunar New year	300€	290,48€
Charity	Waffle Wednesday	45€	13,06€
Charity	Valentine Event	80€	63,74€
Film	Weekly Screening	42€	9,32€
Social Board	UCSRN Spotlight	150€	68€
IRDC	Panel Speaker	30€	30€
Music	Karaoke Night	160€	128,25€
Total			602,85€

Spring 2024 Budget

For the Spring 2024 semester, 21 committees and the 3 boards had a total of 29,227.40€ approved in the General Assembly, 14.354,37 of which was used as of the deadline for this report. Excluding contingency (a budget puffer for unexpected emergency expenses), a total of 25.427,40€ was budgeted. When contingency had to be used for a budget point, this is indicated by an asterisk in 'used budget' column. This section presents a shortened overview (beginning with the boards, followed by the committees), for a full overview please refer to the accompanying documents.

Academic Board

For the Academic Board Budget it should be noted that the UCF exchange did happen. However, no costs were made in the end as transport was arranged by individual students. Partial reimbursements were offered, but no participant made use of this option. As board bonding money is often used in collaborations with the other boards and not just in a single board, I decided to pool all the expenses in board bonding supplies together (550). The entire board used 545,47 of this money. For simplicity, I have indicated in this financial report that the academic board and executive board used the entire budgets, and deducted the excess 4,53 from the social board. For a full overview of board bonding expenditure please refer to the cashflow document where I created a separate tab for board bonding.

Description	Allocated Budget	Used Budget
Board Bonding	200	200
My Future Week	1030€	609,02€
Canva Pro	240€	-
Course Evaluations	72,5€	71,39€
Pride Month Lecture	22,5€	-
Keti Koti	542,5€	542,5€
Wolfgang Communication	12,5€	-
EU Election Lecture	22,5€	-
Book Launch	12,5 €	-
UCF exchange TO UCM	200€	56€
Freiburg Exchange	900€	-
TOTAL		1.478,91 €

Executive Board

Too much money was budgeted for the website fees. We were able to significantly bring down the monthly costs, this should be taken into account when budgetting in the future. Furthermore, I would recommend keeping bank fees at this point as unexpected costs such as having to apply for a new physical card can always happen.

Description	Allocated Budget	Used Budget
Board Bonding	150	150
Bank Fees	200€	117,75€
Website fees	230€	60,25€

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Board Room Supplies	80€	56,53€
General Assemblies	25€	16,62€
21 party	1000€	989,21€
Contingency	3800€	863,73€
Cleaning Supplies	50€	-
Board T shirts	60€	-
TOTAL		2.253,99 €

Contingency

Contingency is set at 10% of UCMSA's bank holdings, which was 3,800€ in the Spring 2024 semester. It is only used to cover unexpected expenses, e.g., when too little ticket income was made.

Description	Explanation	Used Budget
Music Subscription	The Music Committee budgeted for this subscription two semesters ago but forgot to budget for it again. This subscription pays a distributor to distribute the album on music platforms	18,49€
Foosball rental	Due to a miscommunication between the social board and the sports committee, the sports committee was under the impression they could rent a foosball table when they did not have the budget for it.	45€
Printing cost	The boards forgot to budget for printing money, but told members they could be reimbursed for printing	3,25€
Late reimbursements from prior semesters	A member in the association handed in reimbursement forms from previous semesters as they were too ill at the time to file them.	270,45€
Beer	We made more loss on beer sales than expected.	88,05€
Philharmonic concert	Miscommunication in ticket prices led to the final expenses to be higher	25€
Graduation Party	The graduation committee forgot to account for taxes.	401,80€

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	As this was only discovered when invoices were sent after the event had taken place we had no choice but to pay in full.	
Philosophy SE collab	Not enough tickets were sold	11,69€
Total		863,73€

Social Board

The 200 euros budgetted for the beer is always an estimation of how much loss we expect to make on 50 cent beer sales. This semester, the estimation was too low probably due to inflation. Next semester, more should be allocated toward these losses. No new committees were found this semester. The end of year celebration did take place, but was merged with the charity fundraiser, therefore no budget from the social board was needed.

Description	Allocated Budget	Used Budget
Board Bonding	200	195,47
Period Drinks	30€	-
Beer Budget	200€	288,05€*
Equinox Event	65€	-
UCSRN	2.050€	1641,55€
Kings Day Flee Market	262,5€	-
Filing taxes	50€	-
New Committee Fund	100€	-
End of Year Celebration	227,5€	-
Committee thank you event	215€	-
Merch	320€	-
Total		2.687,24€

Arts

Description	Allocated Budget	Used Budget
General Art Supplies	60€	9,41€
DIY Stickers	27,5€	13,92€
Cultural Night	40€	-
Stedelijk Museum Trip	200€	168€
Tie Dye	35€	24,91€
Total		216,24€

The Bell

Description	Allocated Budget	Used Budget
Spring Edition	400€	329,18€

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Summer Edition	400€	-
Launch Party Spring	12,5€	-
Launch Party Summer	12,5€	-
Observant Course	80€	56,62€
Total		385,8€

UCM Book Club

Description	Allocated Budget	Used Budget
Book and Tea	37,5€	-
Book Swap Events	10€	-
Book and Tea	37,5€	-
Book Collab	12,5€	-
Book Trip with UCR	387,5€	176,6€
Total		176,6€

Charity

Description	Allocated Budget	Used Budget
Waffle Wednesday	150€	74,22€
Charity Bingo	72,5€	46,35€
Charity Summer Fair	170€	79,80€
Collab with Film Committee	25€	23,63€
Total		224€

Dance

Description	Allocated Budget	Used Budget
UCSRN Costumes	200€	200€
Dance Workshops	87,5€	-
Total		200€

EXCO

The philharmonic concert was sold out, however, when preparing the slides for the GA there was an excel calculation error. The requested budget should have been higher, which in turn lead to us needing to use contingency.

Description	Allocated Budget	Used Budget
First Aid Kits	15€	13,35€
Exco Sunset Picnic	100€	100€
Philharmonic Concert	65€	65€*
Day Hike in Belgium	75€	-
Cabin Rental	899,8€	542,22€

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Quarry Visit	70€	-
Boat to Belgium	50€	-
Geul Bike Ride	100€	-
Organic Farm Bonfire	125€	-
Day Hike in Germany	75€	31,78€
Maastricht North Caves	80€	80€
Picnic Blankets	24€	18,96€
Animal Feed	20€	10€
Total		861,31€

Film

Description	Allocated Budget	Used Budget
Weekly Screenings	198€	33,31€
Collaborations	165€	112,41€
Excursion to Lumiere	90€	-
Guess the Oscars	30€	30€
Total		187,72€

Gardening Committee

Description	Allocated Budget	Used Budget
Plant Your Seeds	110€	49,65€
Indoor Plants Maintenance	10€	2,99€
Fencing the Gardens	250€	-
Easter Egg Gunt	60€	58,81€
Aromatic Garden	50€	50€
Flower Near the Walls	20€	-
Total		161,45€

The Gay Agenda

Description	Allocated Budget	Used Budget
About Ray Movie	12,5€	10,4€
Gayme Night	12,5€	10,82€
Movie Screening	12,5€	11,41€
Guess the Song	12,5€	11,83€
Color Picnic	50€	39,22€
Pin Making	72,5€	11,9€
Gay Pride Decoration	62,5€	57,29€
Gay Bench Painting	112,5v	90,42€
Get Ready for Pride	37,5€	33,48€
Total		276,83€

Graduation

When receiving quotes from venues and DJs, the graduation committee forgot to account for taxes leading to the contingency use. The champagne budget was higher than usual for a graduation, however, as we felt comfortable in funds this semester we decided to buy more. The excess can be used for future graduation ceremonies when budgets may be a bit tighter.

Description	Allocated Budget	Used Budget
Champagne Reception	900€	888,84€
Graduation Party	2.800€	2.800€*
Total		3.688,84€

International Relations and Diplomacy Committee

Description	Allocated Budget	Used Budget
Ambassador Event	50€	12,32€
Panel Discussion 1	15€	15€
Study Trip 1	150€	-
Panel Discussion 2	85€	15€
Study Trip 2	450€	-
Total		42,32€

Music

As we had a relatively large budget this semester, we decided to invest in replacing old music equipment. As the open mic nights are one of the best attended events at UCM we felt it was justifiable to invest in good equipment that can be used for years to come. The open mic nights did not use budget, but there were multiple hosted.

Description	Allocated Budget	Used Budget
Materials	945,6€	945,4€
Open Mic Night	200 €	-
Total		945,4€

Party

The party committee overspent on a photographer for the garden party, this money was taken from the fling spring budget to compensate. For the FSE gala, no budget was needed as ticket sales covered all expenses. However, when planning all the FSE associations agreed to share the financial burden in case this did not happen. Universalis share was 1000 euros, which luckily was not used. The venue of the final gala ended up being a lot cheaper than expected. This led to tickets being too expensive and in turn making a large profit (indicated with +). The new party committee has been informed to be careful in the future.

Description	Allocated Budget	Used Budget
Garden Party	250€	237,99€

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Fling Spring	130€	72,23€
FSE Gala	<i>(1000€ liability)</i>	-
Gala	700€	+ 595,80€
Total		+ 285,58€

Philosophy

The philosophy committee is a new committee, I am happy to see they were able to pull off many of their events. Unfortunately, their collab with SE did not sell enough tickets, which led us to use contingency to cover the costs.

Description	Allocated Budget	Used Budget
Launch Meeting	12,5€	9,15€
Philosophy Quiz	22,5€	22,5€
Open Discussion 1	12,5€	-
Screening	12,5€	-
Open Discussion 2	32,5€	19,68€
Philosophy Game	12,5€	11,8€
Open Discussion 3	12,5€	-
Collab with SE	90€	90€*
Total		164,82€

Poetry

Description	Allocated Budget	Used Budget
Biweekly Poetry Evenings	75€	29,3€
Poetry Workshops	25€	8,92€
Poetry Open Mic	30€	26,62€
Summer Poetry Booklet	210€	23,79€
Poetry Capsule	30€	28,15€
Guest Speaker	10€	10 €
Total		126,78€

Spiritual Enlightenment

Description	Allocated Budget	Used Budget
Prohibition Party	125€	107,82€
Cultural Night	125€	119€
Wine and Arts	82,50€	68,78€
Wine and Improv	57,5€	-
Beer Tasting	175€	-
Wine Picnic	210€	-
Total		295,6€

Sports

As mentioned, due to a miscommunication between the social board and the sports committee, they were under the impression they could rent a foosball table that was more expensive than their allocated budget.

Description	Allocated Budget	Used Budget
MVV Match	180€	90€
Laser tag	400€	-
Dart Tournament	100€	85,97€
Foosball	22,5€	22,5€*
Garden Sports	12,5€	-
Video Game Olympics	62,5€	-
Zorb Football	200€	-
Football Practice	225€	157€
Total		355,47€

STEM

Description	Allocated Budget	Used Budget
Board Game Night	52,5€	-
Word Press Museum	30€	-
Student Startup Panel	52,5€	-
Period 6 Event	12,5 €	-
Natural History Event	100€	-
Total		-

Theater

For the theater committee, the final performance did happen, however, the social board was kind enough to provide drinks and snacks, hence no budget being needed.

Description	Allocated Budget	Used Budget
Final Performance	25€	-
Play Costs	350€	129,78€
Interview with Actor	22,5€	-
Total		129,78€

UCSRN

The UCSRN committee reallocated the money they had for the football pitch to the volleyball and basketball court. The total amount still ended up being 3 euros over budget, which we decided to take out of the hockey pitch rental budget.

Description	Allocated Budget	Used Budget
Football Pitch Rental	0 (50€)	-

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Hockey Pitch Rental	50€	3€
Basketball Court	75€	75€
Volleyball Court	75€	75€
Painting Materials	30€	-
Total		153€

Well-Being

Description	Allocated Budget	Used Budget
Weekly Connect	262,5€	-
Guidance Post-Its	10€	-
Natural Medicine Workshop	30€	-
Tea Tasting	15€	-
Total		-

Zwingelput Swing

Description	Allocated Budget	Used Budget
Galas	310€	109,77€
Guest Teacher Classes	70€	60€
JekerJazz	300€	113,3€
Total		283,07€

Spring 2024 Charity donation

The income and expenses of the charity committee are presented in this separate section, as all proceeds are donated rather than flowing back into the UCMSA budget. The funds raised in Fall 2023 were donated during the Spring 2024 semester to the Palestinian Children's Relief Fund. A total of 575,86€ was donated on the 26th of April 2024. As this was an international wire transfer to the United States, we paid 17€ in conversion fees which was also paid on the 26th of April 2024. For a more detailed summary of the Charity Committees activity during the Fall 2023 semester, please refer to the Fall 2023 Financial Report by previous treasurer Jola Gockel.

The charity committee baked and sold vegan waffles on an almost weekly basis. The ingredient costs for this were subsidized by Universalis, thus all proceeds were counted toward the final donation. Apart from Waffle Wednesday the charity committee organized multiple successful events. Firstly, at the end of last semester the committee organized a valentine's event where students could send each other flowers and cards. As this event occurred during previous semesters, part of the payments was part of the previous financial report, and part of payments were collected as part of this financial report. With the charity committee's approval, we decided to add the payments from previous financial report in the donation of Fall semester 2023, and the other payments to the donation of Spring semester 2024.

Secondly, the charity committee hosted a bingo night. Furthermore, postcards of UCM were sold of which all proceeds were also added to the donation. In collaboration with the Social and Executive board, faculty staff and numerous committees, we decided to host a large end of year fundraiser and celebration. This event was extremely successful and contributed massively to the total donation amount. On a final note, a member in the association decided to make two personal donations to the UCMSA donation. I am beyond proud of the charity committee, boards and other committees involved to announce that we raised a record-breaking 1.864,68€ for Stichting ALS Nederland. Due to a calculation error, this transfer was made in two batches on the 16th of July 2024 and the 17th of July 2024.

Spring 2024 Surplus Budget

During the Surplus/Stopgap General Assembly on 13th of June, a total of 1.400€ was approved for the Surplus Budget, as presented in this section. A total of 972,70€ was used as of the deadline for this report, there is little to no layover expected from this budget as a hard deadline was set for reimbursements.

Executive Board

While the Executive Board planned on having pins made with the Universalis logo for leaving board members, time constraints between stopgap and graduation prevented this from happening.

Description	Allocated Budget	Used Budget
Charity Event	700€	700€
Pins for Leaving Board	300€	-
Total		700€

Academic Board

Description	Allocated Budget	Used Budget
Keti Koti	80€	12,5€
Cookies and Course Evaluations	30€	-
Total		12,5€

Social board

In period 6, the Universalis board was a ThinkTank client where we asked students to help us improve student engagement. This did happen; however, the snack budget was not used.

Description	Allocated Budget	Used Budget
Think Tank Snacks	25€	-
Total		-

EXCO

Description	Allocated Budget	Used Budget
Philharmonic concert 2	112,5€	112,5€
Wine Tasting Charity	120€	115,2€
Total		227,7€

Zwingelput Swing

Description	Allocated Budget	Used Budget
Recruitment Morning	12,5€	12,5€
Spring Swing Gala	20€	20€
Total		32,5€

Spring 2024 Stopgap Budget

As the Stopgap Budget is meant for the first two-to three weeks of the Fall 2023 semester, this section simply shows the approved budgets. A total of 5.245,50€ was budgeted.

Executive Board

Board bonding money was decided to already be included in the STOPGAP budget, as it is needed during board weekend which happens before the first GA. Board bonding money will be budgeted for again during the normal budget GA.

Description	Allocated Budget
Board Sweaters	375€
Board Bonding	150€
Website Fees	15€
Banking Fees	40€
Total	580€

Academic Board

Description	Allocated Budget
Board Bonding	200€
AB Tips and Tricks	400€
AB Mentor Event	140€
Business Cards	40€
Pizza w/ Dean	300€
Total	1080€

Social Board

For the social board, we decided to already budget for the annual UCSRN Fees as we are unsure when this invoice will be sent. We tried to contact the UCSRN board but received no response. It is likely this has to be budgeted for again in the normal budget GA.

Description	Allocated Budget
Committee Fair	180€
Introduction Days	1.250€
Period Drinks	25€
Beer	105€
UCSRN Fees	1.000€
Board Bonding	200€
Total	2.760€

Art

Description	Allocated Budget
Meet the Committee	32,5€

Total	32,5€
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Charity

Description	Allocated Budget
Waffle Wednesday	45€
Total	45€

Exco

Description	Allocated Budget
EXCO Sunset Picnic	75€
Day Hike	75€
Organic Bonfire	125€
Total	275€

Film

Description	Allocated Budget
Weekly Screenings	46,5€
Collabs	34€
Total	80,5€

The Gay Agenda

Description	Allocated Budget
Movie Screening	12,5€
Social Event	12,5€
Total	25€

Poetry

Description	Allocated Budget
Biweekly Poetry Night	17,5€
Total	17,5€

Review and Conclusion

At the end of last semester and beginning of this semester, I transitioned into the role of treasurer. While there was much to learn and many loose ends to tie up from last semester, I want to thank Jola Gockel for the amazing transition she provided me and for always being available during the Spring semester to answer my questions. Overall, I am happy with what the association was able to realize this semester, both in financial and other aspects. While most things went smoothly, there were of course also challenges. In this section I will outline the most important events, implemented changes, and challenges.

The first challenge I would like to discuss were the challenges we have had with student engagement. Last semester, the previous boards noticed events were less well attended, and budgets not being spent. At the beginning of this semester, we observed a decline in active committees. Last semester there was a total of 26 committees, which is now 21. We were afraid that student engagement would go down even more. During the board weekend we discussed strategies like social media changes, budget changes, etc. We were also a ThinkTank client where we asked students for their input. With these changes I think it's safe to say that student engagement is rising again. When looking at our expenditures for example, we can see that committees are using their budgets a lot more. Apart from that, we have had many successful events. While there is still a long way to go, we are on the right track. While we may have less committees, this is not an issue when the remaining committees are actively organizing events. I am proud of the previous and current board, and committees for tackling these issues together.

The second challenge faced by the current board and seems to be a recurring issue is the lack of policy knowledge among members. Challenges mentioned in the previous financial report have unfortunately not yet been fully resolved. For example, members have still collected money to their private bank accounts, reallocated money without approval, and sent in reimbursements/budgets/etc late. There was also one event that made a significant profit which of course should not happen. While I believe this will never be fully resolved as we are such a large association, I think there is still room for improvement. An issue I encountered was when I had to call out committees, I was sometimes met with resistance and hostility. I think that this is because a lot of members are not aware of the legal requirements we have to adhere to as an association, and it comes across as the board being overly strict. The committee treasury meets up at the beginning of the semester definitely helps, but we may want to expand it. For example, we could make an easily accessible document for committees to refer to FAQs. While being lenient with committees for not adhering to guidelines is important, I think it may be important to more actively talk and discuss with committees where things go wrong more often.

A third challenge encountered was the recruitment of a new board. As everyone in the current board has either graduated or went on exchange, we had to fill every position. We were worried this would be a challenge. To make things smoother, we tried to make the board more visible during the semester to make application more attractive. We also decided

to prolong the transition period by separating the election GA from the Surplus/Stopgap GA. I believe these ideas were very productive. On behalf of the current board, we have no doubt that the new board will do amazing.

Besides challenges, we were also able to realize multiple changes. Firstly, at the beginning of this semester we put through two policy changes. We increased both the snack money to account for inflation, and we increased prize money to be more realistic. I am happy to report that these policy changes have been effective. Aside from policy changes, this semester we pushed for committees to use more of their budgets. We did this by constant reminders and being more lenient in giving very active committees more budget than usual. I am extremely happy with these results. I would recommend the new board to also look into hosting bigger more expensive events where multiple committees and the board collaborate. These events seem to do really well, and it's a fun way to increase the bond between board and committees.

On another note, the new executive board was able to take a deep dive in our KVK and banking registrations. We found many discrepancies with old board members still being registered, and new ones being registered incorrectly. While legally changing the association's board members is a very confusing process, it is understandable that these matters were not completely in order, especially since the previous boards often did not have Dutch students to help with translations. We were able to get all of our registrations up to date and have created a comprehensive guide for new boards to keep it this way. I am happy we took this step as it is extremely important to keep our legal information correct.

Overall, I look back on a successful semester and am happy with UCMSA's financial health. I am grateful to have been given this position, even if it was just for one semester. For the next semester I wish the new treasurer Delphine and the rest of the new board all the best of luck, I am confident they will do amazing work.

Alec Mesters,
UCMSA Universalis Treasurer Spring 2024

Accompanying Documents

For a complete overview of all financial activity of UCMSA Universalis in the Spring 2024 semester, please consults the following accompanying documents: (1) the Spring 2024 cash flow, (2) the Spring 2024 rolling budget, (3) the Surplus/Stopgap rolling budget, (4) the bank statement for the relevant period, and (5) the folders of all reimbursement, internal payment, and internal income forms.