



# REPORT

*From the office of the...*

## MACycle Coordinator

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TO: Members of the Executive Board  
FROM: David Zaslavsky  
SUBJECT: MACycle Report 4  
DATE: August 9, 2018

### UPDATE

We are in the process of exploring our options with expanding space.  
We have a date set for our Clubsfest appearance.  
We are in the process of organizing our largest-scale event, the Bike Auction

### SERVICE USAGE

Our service usage has stayed consistent with what we have been seeing over the summer.  
For further information on that, I added a very detailed breakdown in EB Report 3.

### UPCOMING EVENTS, PROJECTS & ACTIVITIES

Our biggest upcoming event is the Bike Auction. I have set a date alongside Ian James from Security Services for September 13, 2018. I have arranged, with the MSU Maroons, to have a volunteer team that day to coordinate properly; in previous years they have consistently failed to show up, and that has created a big issue for us, as we are unable to set up, tear down, and stretches our resources very thin.

This year I have been assured that they will be there. On the day of, we will be setting up at 8am for a 9am start, ending around 12:30. They are responsible for booking space outside MUSC, and we will be responsible for handling the sales on our end. This year, we are going to try very hard to actually keep track of documentation of sold bikes (previously, we sold them all so fast that we didn't have time to carry the papers with each one). To do this, I have set aside one of my exec to go alongside each sale, something we have been unable to do because of lack of volunteers. In previous years, people would pay and leave; this year we want to take more information on buyers, similar to the information we have been taking on users of the service.

## BUDGET

6604-0108	MCYC - PARTS	\$5,000.00		
	Pre-Open Restock	\$927.98	9-Mar-18	#5841
	First Restock (PO 2)	\$312.97	4-May	
	PO 3	\$485.50	7-Jun	
	<b>TOTAL SPENT IN LINE</b>	<b>\$1,726.45</b>		
	REMAINING IN LINE	\$3,273.55		
<b>TOTALS</b>				
AMOUT BUDGETED		\$8,300.00		
HOW MUCH YOU SPENT		\$1,726.45		
WHAT YOU HAVE LEFT		\$6,573.55		

## SALES

Excel Online MCYC - JUNE 2018 STMT

	A	B	C	D	E	F	G	H
10	3801-0108 MCYC - OTHER REVENUE				(151.00)			#DIV/0!
11	5101-0108 MCYC - TELEPHONE		56.60	28.30	56.60	339.60	230.00	12.30%
12	6494-0108 MCYC - VOLUNTEER RECOGNITION		(172.08)		(172.08)	(172.08)	500.00	0.00%
13	6501-0108 MCYC - ADV. & PROMO.				49.99	745.44	1,800.00	0.00%
14	6603-0108 MCYC - SPECIAL PROJECTS	55.00		55.00	253.36	1,225.64	1,000.00	5.50%
15	6604-0108 MCYC - PARTS		7,533.07		7,533.07	15,590.86	5,000.00	0.00%
16	7001-0108 MCYC - WAGES	2,277.87	866.37	3,045.06	1,012.37	6,790.99	12,000.00	25.38%
17	7101-0108 MCYC - BENEFITS	186.62	58.56	261.16	66.87	566.80	1,080.00	24.18%
18	8001-0108 MCYC - DEPRECIATION EXPENSE					246.08	250.00	0.00%
19	8501-0108 MCYC - HST/GST EXPENSE		197.92		197.92	1,334.00		#DIV/0!
20								
21	Total All	999.12	7,363.45	1,186.86	7,560.06	12,197.47	7,860.00	15.10%
22								
23								16.67%

The June statement is the latest I have as of right now.

## CURRENT CHALLENGES

Nothing at the moment is challenging. The process for planning the auction is going well. Hopefully we get a lot of turnout this year and hopefully we get a lot of volunteer help as well.