

# Board of Directors Meeting Minutes

Thursday, December 5<sup>th</sup>, 2013 at 6:00 P.M.

HA Building, CUS Boardroom, Room 339

**Note:** presentations and/or proposed motions from parties other than the members of the Board of Directors should be requested to be included on the agenda at least five (5) days in advance of a meeting by contacting the Chair, Cole Leonoff, at [chairperson@cus.ca](mailto:chairperson@cus.ca) – materials received past this point may be considered for the subsequent meeting's agenda at the Chair's discretion.



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Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
<b>Board of Directors</b>				
Sean Fleming	President	X		
Cole Leonoff	Commerce Student Senator (Chairperson)	X		
John Lee	Alma Mater Society Representative		6:45 (Exam)	
Lauren Telford	Alma Mater Society Representative	X		
Graeme Nixon	Fourth Year Representative	X		
Will Pigott	Fourth Year Representative	X		
Maria Fung	Third Year Representative	X		
Tony Han	Third Year Representative (Vice-Chairperson)	X		
Benjamin Gardiner	Second Year Representative	X		
Mark Sha	Second Year Representative		6:45 (Exam)	
Christopher Rey	First Year Representative	X		
Vadim Chernenko	First Year Representative		7:00	

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Executive Council				
Niloufar Keshmiri	Vice-President, Academic Affairs	X		Left at 8:22
Jasmine Yeh	Vice-President, External Affairs	X		Left at 8:22
Jason Cheung	Vice-President, Finance	X		
Thea Simpson	Vice-President, Internal Affairs	X		
Benjamin Chen	Vice-President, Marketing and Communications	X		Left at 8:22
Other				
Tom Tang	Ombudsperson	X		
Hannah Vandenberg	Administrative Director		6:45 (Exam)	

**Guests:** Joey Young (Left at 8:22)

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## A. Presentations to the Board of Directors [Allotted Time: 30 Minutes Each, Including Q&A]

- I. Pacific Venture Capital Conference & Competition (6.00 P.M.)  
*No minutes were taken*
  
- II. AMS 2014 Referendum - Marjan Hatai (6:45 P.M.)
  - Mission of the AMS: improve the quality of the educational, social and student life
  - Services provided: Safewalk, SASC, UPASS, etc.
  - Events: Block Party, Welcome Back, etc.
  - Represent students: do a lot of lobbying on students' behalf
  - Need a referendum because we're operating on a deficit. (Lack of investing in current businesses due to spending towards new SUB)
  - Currently collecting unrepresentative fees (small irrelevant fees)
  - Looking to reallocate fees so they're more efficiently placed. Not looking to raise fees, just reallocate.
  - We want to know what you think of this proposal and what you want to see from the CUS
  - Ben: you want one big pool of fees?
    - 4 specific funds: Membership fee, student services fee, lobbying fee, plus 5 dollars from Student Spaces fund will be combined into one big general operating fund to better serve what the students are using.
  - Sean: You say it's 5 dollars, but multiply that by the amount of students and it's a lot more, so your statement sounds disingenuous.
    - We'll phrase it differently when we present it to students
  - Note: We're not touching funds that are currently being used; only the ones where there's currently a surplus.
  - Maria: what's the intent of the referendum?
    - Trying to be proactive about the deficit so that it doesn't get any lower and so that it is more manageable for the AMS
    - Nil: we don't want to rely solely on business contributions; we want to move away from doing this
    - Sean: why are we making long term changes to a short term problem? Would you say that this is actually a long term problem?
    - Marian "..."
    - Sean: you should say "no comment" ... you should know how to answer that
  - Sean: is part of the referendum going to include that Brewery?
    - It will be included in the Yes Referendum.
  - Ben: If the referendum fails, how does it affect the students?
    - The AMS will continue to run a deficit, and the next exec team will have to try and do this same thing
    - If we can't get this to happen, we can't continue to offer all the services
  - Maria: Why wasn't this done earlier?
    - That's a good question. No one really saw the business contribution hit coming. It was fairly recent
  - Mark: If it doesn't pass some services might be cut; will some of the money of services that you're not touching right now will those be taken and put in the fund?
    - That would be up to the next VP Finance and the feedback from the student body
  - Nil: How is this actually being pitched to students so that we reach quorum?
    - Just hired a team, and laying the framework so we're ready in January

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- Nil: Can they also be considered to be presented separately?
  - Cole: they'll be separate questions
- Graeme: suggestion: use block party and the threat of cancelling it to try and pass this.
- Ben G: how are you going to present the value to students?
  - The value is that we can continue to offer all these businesses services
- If you have any specific feedback email [voteyes@ams.ubc.ca](mailto:voteyes@ams.ubc.ca)
- Tony: you should do market research. Not all students care about Block Party.
- Graeme: what do you want us (the board) to do?
  - At this point, I just wanted feedback. In January I'll be coming back again and asking more.
  - Cole: We will hopefully be getting the board members to go out and advocate for this when the time comes.

### III. Executive Ternary Reports: December

#### 1. President

1. Frosh- taken up a lot of time
2. Only things in my portfolio are Administrative Director and HR Director
3. Endowment: went to referendum, went to AMS Council where it got provisional approval
4. Overseeing the executive council- don't have a VP Engagement
5. Met with Alumni Advisory Committee. Their committee members will be changing soon
6. Working continually with the Dean, the AMS, Ruth and Pam, etc.
7. Working with the Dean's office on the next steps regarding FROSH. Working on getting a united front.
8. Graeme: Frosh report is coming out; it's more of an internal report for years ahead just to inform them of what happened.
9. If you have any questions or concerns about the way I've been doing things, let me know

#### 2. VP Academic

1. BCOM governance committee has been meeting and will continue to
2. Been working on Community service
3. Doing Data collection (re-evaluation of services). Slow responses. Data is submitted by all services and can be used for the re-evaluation of the services when budgeting
4. Sean: will I be able to choose my groups for classes?
  - a) It's up to the professors, but Sauder has disallowed it
5. Graeme: are there any changes to 202?
  - a) There were no recommendations for 202

#### 3. VP External

1. Looking to make an Alumni Specific Engagement Position
2. T40U40 happened. Minor sponsorship issues. Everything else ran very well.
3. CR- established the CPA partnership agreement. Information was sent out
4. Several firms including CIBC, RBC, Global Restaurants → sponsorship possibility
5. Conferences: everything is going well for everybody. Conflict with scheduling in March (IMPRINT) has been sorted out for now. For future consideration, we should consider scheduling Melnc earlier on in the year.

#### 4. VP Finance

1. Keeping operations going
2. Duties haven't changed
3. Lots of reimbursements

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4. AMS took away one of our signing authorities; made us less efficient because everything has to go through me. They also took a credit card away
  5. Melnc planning on changing their venue this year. We agreed. It's at Fairmont Waterfront. Budget increase is around \$3000. Value is substantial.
  6. POITS: unable to hold various events in CPA Hall this year. There were some questions from Ram as to whether they could reallocate money from the events they couldn't hold to other ones. It was ok
  7. SoCo, Grad Night, Sauder sports are going fine.
  8. I'm leaving in January, so we'll have to hire an interim.
  9. Mark: you're the only one who can sign, what does Enrique do, and why doesn't he take over?
    - a) It makes his role very vague with one signing authority. He tries to submit them. He's gone through treasury training, so he has the ability. He would be the most logical person to take over my role.
  10. Mark: With Melnc moving and costing \$3000 more, will the price of the conference for students increase?
    - a) I think tickets will be the same price. Difference in budget is pretty minor
  11. John: Don't we have a contract with the Sandman for FROSH?
    - a) Yes; we're working on figuring out the situation right now.
  12. Graeme: who made the one-person signing idea?
    - a) Finance team of the AMS
    - b) Graeme: so it's contestable?
    - c) Sean: we have contested it, but they want us to be consistent with all other undergrad societies.
  13. SPF: around \$50,000 left
5. VP Internal
1. Awards: confirming our date. Don't know if we're going to include Imprint in the Top Conference award consideration because of the date confusion
  2. Jordan (AVPI): dealing with room bookings
  3. Elections has been busy
  4. JDCWest: had some issues. During turnover we'll have some considerations. They've run a simulation (new this year)
  5. Sustainability is all good
  6. Room Bookings are an issue. Building users committee (new) lets us voice our concern. UGO has started monitoring room bookings as well (max 2 hours, can't book a room every day).
  7. Clubs Review Committee: all three that got cut are most likely going to appeal
  8. Lots to do with Community Service
  9. Coffee machine schedule: I scheduled board members but it's not working. Claire suggested at the beginning that we hire someone to fill the coffee machine. As it's a big problem, I don't think it's a big deal to pay someone 10 or 15 per month to do it. It seems like a minor thing, but it takes a lot of work (mess, etc.)
    - a) Graeme: can we be an employer?
    - b) We are allowed to. We pay Sauder Sports instructors and tutors
    - c) I'll come in January with a proposal
  10. Awards Night doesn't have enough dedicated evaluators. We need Board or Executive members to help out! I already mentioned this, but it hasn't worked. We might do another round of hiring in January to get more evaluators. My efforts have been futile.
6. VP Marketing

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1. A new AVPM was hired since the past one left
2. CAP is doing well and running smoothly
3. Visual Media team has been doing a lot of headshots, and photo-shoots; Very self-sufficient. Possibility of a safer storage spot for equipment through the CLC
4. Cavalier: have been some issues. Note for the future: if there are crises SHUT DOWN ALL COMMUNICATION CHANNELS, INCLUDING CAVALIER
5. Prospectus and Yearbook: Yearbook of last year is still getting done. The final product will be arriving around December 16<sup>th</sup>-18<sup>th</sup>. Will be sending out the books to people who can't pick it up. Costs of shipping are minimal. Current Yearbook chair just hired her team. We did a survey to see whether we should move it online, the results said NO, keep it traditional.
6. Sauder Squad hasn't been doing well; but working on it
7. CCP has many events coming up; been doing well.
8. Many events next semester so marketing will be busy
9. Nil: what are we going to do to ensure that the yearbook will print sooner this year?
  - a) Nicola has been working with our supplier already; set production dates. I have full faith that she will be able to finish it by the required dates
10. Graeme: CUS Legacy is Vanessa's work now?
  - a) I think it needs a new jumpstart. We've been discussing it. Maybe taking it in a different direction

## B. Chair's Remarks [Allotted Time: 10 Minutes]

1. Good turnout today
2. Disbanded the CUS Policy committee informally
3. Dress code that we implemented last meeting was sort of successful today

## C. AMS Representatives' Reports [Allotted Time: 5 Minutes]

1. Already talked about the endowment and referendum
2. Finances to date: doing better than we thought, but services are over (Safewalk got a car)
3. Microbrewery was voted last night to be included in the referendum to impose a fee for this. Should spice up the referendum vote
4. Had a counsellor orientation at the meeting a couple weeks ago. We never had one so there was a lack of cohesiveness.
5. Council formally voted to joining the alliance of BC Student Societies.
6. 6 and half hour meeting yesterday

## D. Commerce Student Senator's Report [Allotted Time: 5 Minutes]

1. Welcomed a new registrar. Former registrar at SFU. Very highly recommended. Has worked at almost all universities in BC
2. PCAT and reference letters have been removed from being requirements for Pharmacy
3. Approved awards for students
4. Over-enrolled for what the province is funding us for
5. Coop and exchange continue to grow in popularity (double digit growth)
6. Open access at UBC for making research available for free. Senate may be endorsing its use
7. Test Bank (exam database): still in construction. Goal for site construction is August 2015, and then hopefully the professors start using it.

## E. Ombudsperson's Report [Allotted Time: 5 Minutes]

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1. Holding general Office Hours
2. Talked to Ombuds-people of UBC, Law and the AMS. We are trying to create a more cohesive transition for the future.

## F. Amendments to and Approval of Minutes

*Be it resolved that the Board of Directors approve its minutes dated October 10<sup>th</sup>, November 2<sup>nd</sup>, and November 5<sup>th</sup>, for immediate public distribution.*

1. **Moved: John, seconded: Will**  
**Proposed amendments: none**  
**Objections: none**

*...the motion carries*

*[Motion] to hold a two minute recess to take a Christmas photo and allow executives to leave if they wish*

2. **Moved: Sean, seconded: Maria**  
**Objections: none**

*...the motion carries*

*Nil, Jas, Ben, and Joey leave at 8:22*

## G. Other Business

### I. Pacific Venture Capital Conference & Competition

*Be it resolved that the Board of Directors approve a financial contribution of \$13,432.65 towards the Pacific Venture Capital Conference & Competition, hosted by the UBC Finance Club, contingent upon the acceptance of a set of terms to be determined by and agreed upon by the Executive Council.*

*Note: requires 2/3<sup>rd</sup>.*

*Moved: John, Seconded: Will*

Debate:

- Thea: Enterprise and PVCC: a lot of overlap between the two. Wasn't an issue when we only funded PVCC \$3000. When it was a smaller expenditure it was ok, but now we're giving 25 thousand to Enterprise and maybe \$13000 to PVCC, I think there's too much overlap. If you choose to approve the funding you're giving your full support for it.
- Ben G: I agree. They've been adding to their budget every year. It might be in their interest to keep adding this money, but does it really the value to the other CUS Students? It seems like this money is more to bring in students from out of province and out of country, so it makes their name better but it doesn't really benefit CUS Students.
- Graeme: I haven't attended either, but overlap isn't a bad thing, especially for Venture Capitalism and entrepreneurship. It's a lot about connections. I think the fact that they want to grow is natural. Sauder kids always want to take it to the next level. This would come out of SPF, so we'd still have \$37,000 which is definitely enough to fund other things. It would be an investment into a conference that has proven results

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- Sean: I think that PVCC adds the same amount of value for a third of the money. We can't run each indefinitely. Of course everyone wants to grow, but it's our job to determine who is right for growth. Not all growth is created equal
- Ben G: Graeme, just as a counter point, it might be a bit scary that their growth is just coming from us as opposed to coming from sponsors. Their growth isn't for our students, it's so that students come in from other places. It's not our job to take care of other students, it's our job to take care of CUS students
- Tom: They mentioned they want to make it more accessible for first and 2<sup>nd</sup> years. How many of them actually go?
  - Speakout and Melnc are the week after which are more related to first years
- Sean: they said a lot of things that contradicted themselves; maybe answered just to have an answer. The conference does add value, even if they can't describe it when questioned about it. I wouldn't discount the value that comes from having people from other schools compete. Attendance wasn't great last year. I don't know if they can achieve the high levels of attendance that they're going for. Not the best market for first and second years
- Tony: did they have a conference last year?
  - They had one from 3:30 to 8:30. Workshops, networking and gala dinner. This year they're just trying to add a couple things before lunch
  - Tony: I don't support a full day event. I don't think we should fund anymore; I don't think the changes and additions add the value they're saying it does

### ***Motion to move to a committee as a whole***

3. ***Moved: John, seconded: Chris***

***Objections: none***

***...the motion carries***

- Attendance of last year?
  - 60-75 people at the conference
- Thea: it adds a lot of value, but last year it didn't run smoothly. It was 2 hours behind schedule last year and did not get high enough attendance.
- Graeme: their team looked really strong though
- Thea: It was strong last year too though
- Jason: we gave them \$6000 last year, not \$8000 like they said
- Sean: I think they overstated their value where VC networking is involved.
- Graeme: the job of conferences is not to get them jobs, but to get them a little more knowledge, which is what it'll do. I'm behind this idea. Your issues: Overlaps with Enterprize, attendance of last year, and why grow?
  - The question isn't to fund or not to fund, it's should we give them everything they're asking for
- Mark: I'm for the idea of funding them, but for a lesser amount
  - Graeme: don't you think you'll hurt it if you cut it?
  - I just don't think that this big of an increase is realistic
  - They're still pretty new
- Thea: Does anyone know why they didn't budget for lunch?
  - Tony: They may get them to buy their own lunch
  - Jason: I can confirm that this is the plan
- Tony: We should cut out the morning

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- Sean: the morning is costing them nothing
- Graeme: If we're not funding \$13,000 we should commit to an amount
- Will: we don't know how much they'll need
- Cole: we shouldn't tell them to come back unless we know what we want them to do
- Will: Get them to scale back
- Sean: we normally have restrictions in place, but how do we enforce it for them? We can't make sure they hit their targets
- John: what's on the table right now? More international students are coming; I think this is a benefit. Thea you said you've been to it every year since you started UBC, it must be good. We have enough money, I don't see why we wouldn't fund them since they have a lot of potential
- Graeme: I believe this team will do well
- Sean: they didn't last year. It ran two hours behind
- Ben G: Do you think there's a proportionally larger amount of value to CUS students with this growth?
  - Graeme: Yes I think so; it'll help get people out of the Sauder bubble
- Thea: I just had concerns last year and the CUS backed them, and then that brought my concerns to light. I don't think the international thing is the issue. Last year the aim was 150 people and they only had 60 people at the event. Now you're saying you want to throw double the money at them and still hope that they get 150 students. How are they going to get 80 more people when the team is basically the same
  - Will: last year it was on the same day as MeInc
  - Sean: this year it isn't great with timing either though
- Sean: I think deserves some of our money. There are questions we can't answer today, so I think they should come back and maybe present at the exec level. I don't think we should suggest an amount tonight, but we should send it something

**Be it resolved that the Board of Directors approve a financial contribution of at least \$1 towards the Pacific Venture Capital Conference & Competition, hosted by the UBC Finance Club, with a request that the Conference & Competition's Organizing Committee present a revised funding request to the CUS.**

**Note: requires 2/3<sup>ds</sup>.**

**4. Moved: Sean, Seconded: Chris**

Discussion on amendment:

- Graeme: We should give them the questions in advance so they can get ready for it
- John: I think we give them half the funding, just so they know that they're getting a solid amount
- Graeme: what about giving the same amount last year, (say at least)
- Cole: I don't think it's appropriate to say "at least" and then an amount, you'd have to fund them an amount and then say that they can come back for a possible additional funding
- Sean: I don't think it's necessary to approve half the budget now. Last year we only approved them in January. It's not that late. If they really need the money soon, we can hold a meeting sooner than anticipated and discuss.
- Graeme: I agree we should commit at least one dollar. I think we should also be open to meeting next week should they be having cash flow issues

**Motion to call the question**

**5. Moved: Sean, Seconded: Lauren**

**Objections: none**

**...the motion carries**

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(Motion 4)

**Objections: none**

**...the motion carries**

## H. Discussion

- I. 2014 Regular Meeting Time
  1. Thursdays at 6pm?
  2. Meetings will be once a month
- II. Graeme: We shouldn't be on laptops during presentations. If you're looking at budgets, feel free to print them off on the CUS printer
  1. John: while they're speaking you don't really need to look at the budget; maybe during questions, but not while they're talking
  2. Chris: I agree, we need to show more respect
- III. Thea: will there be feedback on our executive reports?
  1. Cole: as of default there's nothing. Executive hiring committee could start something.
  2. Thea: It's something that the board should discuss
  3. Graeme: Are you striving for something? Wanting to make sure board reads it? Or wanting feedback? Do you want a google form where people can submit responses to the reports?
  4. Thea: I think that would be a good first step. Doesn't have to be quantitative, just some responses and written feedback. Could be anonymous
  5. Mark: Do you want us to evaluate your performance?
  6. Thea: you're supposed to monitor us in a sense and make sure you're doing your job. People who are doing their jobs should be rewarded
  7. Mark: how do we supervise your every move when we find out what you're doing after you do it?
  8. Sean: look over the report and give feedback on that
  9. Sean: we can think it over and come up with something
  10. Graeme: Let's all commit to writing up feedback for each VP by the new year
  11. Mark: I think feedback is a good idea but I don't know what I'd write on the report and how helpful it would be. We don't know enough of what you're doing to give good feedback
  12. Sean: just think about it; feedback is pretty new.

## I. Next Meeting

The next regularly scheduled meeting of the Board of Directors shall be: TBA

## J. Adjournment

**There being no further business, be it resolved that the meeting be adjourned at 9:20PM**

**6. Moved: Tony, Seconded: Sean**

**Objections: none**

**...the motion carries**