



Attendance: Laura, Chris, Johnny, Uvini, Kristin, Nathan, Travis

Start: 4:22

End: 5:37

Updates:

Chris:

- JDC Hiring – September 18th
- Awards is wondering about Service Hours
 - Service Council member can just keep track of them separately until the end of the year
 - Chair of each conference keeps track of service hours

Johnny:

- Prospectus handing out well and finished one month early
 - those who haven't attended orientations have not received agendas
 - UGO not accepting them until end of September
 - issues:
 - Exec cannot be here because of lack of office space
 - no one knows what is happening with the prospectus
 - there needs to be a board with Exec and their emails
 - sending email about prospectus from UBC Systems email with a time we'll be available to hand them out
 - **Tuesday, 12 – 1:30 at DLam Foyer**
 - Johnny, Laura, Uvini, Nathan, Travis, Kelly
 - **Wednesday 12 – 2 at MGM**
 - Board/Exec
- Business cards are out in CG Lounge
 - large amounts are missing
 - need a system to ensure none go missing
 - email will detail where to find them and email Alice if problems
 - **Nathan to work with Alice to develop a business card system**
- Class Liason
 - needs to hold 2 training sessions that fit into schedule of Ruth Kwok
 - Ruth to plan the event
- Sponsors:
 - talking to Josh about their info not on website – CR problem
 - no one knows that the website is being updated – that needs to be communicated to everyone
- Reg System
 - slow when a lot of events
 - cannot have clubs on board because they can access all the other information
 - need to tell clubs that they can accept cash and that they cannot use reg system for now
 - system needs to check against the data that Sauder had – old feature never checked to see if a student was Sauder – just UBC
 - on current system, reg is pending until payment is received and the box is checked off
 - we can call "Cash" "Special Payment Method" instead



- before each event, events need to ensure that payment has been collected first

- Payment:
 - anything above \$30 has to be paid by card and less can be paid with cash
 - **Travis to send out information about payment procedures**

Uvini:

- Golf
 - have been struggling quite a bit
 - done a better job today of promoting
 - decreased ticket price from \$65 to \$50
 - logistically being organized very well
 - bus contract has been signed, Travis approved
 -
 - may be some problems on the team with communication between certain areas
 - Chris took Dylan up to BCC to get them on board to get business delegates
 - may be some problems with communication between Golf and Alex (CR Rep)
 - Tariq wanted to approach professors to see if they could lighten up on the workload
- *****IN-CAMERA GOLF DISCUSSION*****
- Ignite:
 - on reg system
 - Jenny is doing a great job with External – some great business delegates
 - Ben and Leslie have been awesome as well
 - reimbursement info is upcoming in the next few weeks
- Website:
 - needs to be updated with the current sponsors
- Cash Payment
 - Uvini needs to know rules for paying by cash
- Style:
 - needs to know what to do with money collected by a fundraising event

Kristin:

- POITS
 - Steve is getting liquor license going through – going to Katriona Macdonald to get the signature he needs
 - New manager at the Barn which should help – they will clean up half an hour early. Steve is working with her to find an agreement that works for both parties
 - Working with the RCMP
 - 1st POITS will be pushed back until the last week in September
 - Will be promoting at business week
- Business Week:
 - Classroom services wanted to get a policy in place for noise complaints
 - UBC Security didn't care – they wanted us to go to Classroom Services
 - turns out, we don't need it and the booking has gone through



- his Events Coordinator seems to be a bit overwhelmed.
 - situation stable at this point
- FROSH Survey
 - going out soon
- SoCo Sauder Cup went well

Travis:

- FSD
 - needs to hire **immediately**
- Service Council needs to understand that they need invoices in AT LEAST 1 week in advance

Laura:

- need to hold a cleaning session for our lounges
 - **Tuesday from 1-3pm**
- need to have a service council meeting
 - 26th of September
 - hopefully 1st and 2nd year coordinators will be hired by this point
- job descriptions will be delegated to the HR Specialist
 - 1st and 2nd year coordinators need to be hired by Thursday
 - should we send out a reminder?
 - if they are due on the 18th of September, Paul has no time to schedule interviews
 - interviews will be held the 19th and 20th of September
- can we hold another involvement session?
 - 1:00 – 3:00 on Monday right after the elections session

Kelly:

- we should have times that we stop responding to calls/emails