



commerce
undergraduate
society

CUS Exec Council Minutes

January 18th, 2012

Start Time: 6:40pm

Present: Jackie, Johannes, Sara, Dylan, David, Andrea, Aldora, (Riley), Julie, (DavidH)

Late:

Regrets: Chris

Call to order and adoption of the agenda

- Attendance
- Approval of Minutes

Motion: Dylan, Andrea

BIRT the CUS Exec meeting minutes dated November 30th 2011 and December 21st 2011 are approved.

For: Unanimous

Motion passes

Agenda Approval

Motion: Andrea, Sara

BIRT the CUS Exec agenda dated January 18th is approved.

For: Unanimous

Motion passes

Personal Updates

Portfolio Updates

- Julie: I met with Sustainability re: the mugs. Nothing much has been happening with them, I think right now I see people bringing in their mugs for coffee, so even if we don't sell mugs, people will bring their mugs anyways. If we sell them, it won't achieve much, so we decided that if we're going to sell the mugs, is it for sustainable or marketing purposes? For Awards Night, they're working on the conference and doing last-minute evaluations for the clubs. EMP and TLog have events tomorrow, as does Elections (info session for potential candidates)
- Sara: Wellness Fair planning is coming together, we've had companies confirm they'll come, we'll have the stressball station and trail mix. CSSEC met with the development officers and Russell Acton, the architect who is working with us since dean Dan has granted us \$10,000 to spend on Acton and Ostry. Our donor turned down our offer but we're not going to stop there. For my portfolio, we had some incidents at the Back to School Party, I'm going to put some documents together about our student rights. The first POITS is Feb 3rd, Jan 27 is the tournament for Sauder Sports
- DavidL: team is working on the mid-year report right now, they're talking to various committees. We may need to ask the board to review whether we're spending too much money on certain items, I'll bring this up in future meetings and try and get discussions started. We need to discuss whether co-op students should be getting \$100 each term they're away. The mid-year report draft will be ready in about two weeks. We can put the co-op question on the next board agenda. I'll put together a presentation about where we're spending our money
- Andrea: We can't have sponsorship for coffee right now, but they're interested for the future. I don't know if I should be pursuing other sponsors. I've been meeting with the mentorship program re: a transition program, we'll be doing a wrap-up party in February and facilitating new pair-ups for March. TASTE isn't getting enough alumni to participate, we only have 14 people interested. We asked Alex to help us out, but his marketing team is going to only put it on their Facebook page. Alumni office hasn't been super helpful with this, so if anyone has any ideas for this, please let us know, our target is 40 alumni. Style is looking for their keynote, they're looking for someone from lululemon. MeInc has an open house coming up, the conference is in March. Enterprize is coming up as well, and that's going well. They're soliciting external delegates now, and they've started ticket sales. I met with PWC and the CR Team, the recruiter is new and wanted to know about the CUS. We gave all of our sponsors chocolates and a handwritten card for Christmas
- Johannes: I've been working on the board referendum and election, we're finalizing the policies moving forward. I've been meeting with a lot of potential candidates for potential positions. I've also been working with CSSEC in figuring out the next steps we need to take. I've been meeting with the UGO and how they can help us with archiving, something that's more stable than a dropbox. Also finishing my transition report, Riki is sending out a note tonight to set a deadline for transition reports. I spent a lot of time dealing with inter-faculty relations, we're invited to Engineering's scavenger hunt for the first time. I went to the AMS meeting, there are a few referendums coming up including selling the Whistler lodge and artwork. I'm being approached quite a lot about endorsements, technically we're allowed to but I'd suggest doing this as individuals and not as the CUS, I think we should send a note out to students telling them to vote

- Aldora: only a couple of ombudsperson issues, otherwise I'm working with Jacky on club policies
- Dylan: had some dean meetings, did a BCC report, and I got new pool cues for the pool table and I've been discussing BMP, we're going to install a new program and bring teachers on this time and second year students will start going into BMP in the summertime, then in third year there's a brand management course taken in fourth year that's being restricted to third years, so those under BMP will go under that section. Tim Silk is interested in this, they're teaching things already present in BMP, I think it'll be a really smooth transition. I'm thinking we could do a Valentine's Day card from all of us. We have to do a photo shoot anyways for execs

Dean Search Update

- Dylan: we interviewed a lot of people and they were great candidates, but we had a lot of people drop out due to personal reasons. We had some candidates left, but we weren't comfortable with the quality, so we've decided to delay and look for more people so that we can build up a better pool of candidates. I will be on the committee even if we get an interim dean and I'm graduated

Clubs and Boundaries- Aldora

- Are we allowed to ask clubs for reports on what they're doing? I don't feel like we have much contact with them
- Julie: what do we want to do exactly?
- Johannes: this is a Policy Committee issue, we can discuss this offline, but I think it would be valuable
- Sara: an annual report would be a good idea
- Julie: at the start of the year, there was a Clubs Policy passed before we transitioned increasing funding for clubs, but the clubs have to apply to be active next year. In the application we ask for their membership from the past, their exec member info, their funding, their constitution, financial documents and the events and how they plan to market them. In the middle of the year the policy was suspended though because we didn't know how to evaluate the numbers we were giving to each club (it was vague). For reports I do have the information, the reports were created in the summer
- DavidL: depends on what you want out of this
- Johannes: it'd be good to have annual reports in general at the end of the year that we can pass on. If a similar funding request comes the year after, we have precedents

BCC Report- Dylan

- I feel the CUS hasn't been advertising some of the BCC things, maybe we could do a service by advertising really important sessions and items. I think this will help get their name out there. Some things on the budget I don't think we should be paying for, but perhaps Johannes and I can discuss this and we can talk about this at board. I'm going to be looking into the quantitative data about BCC events, they sponsor Trek and Capital

Markets events and seeing if they're successful. I'd like to see funding transition to things like this. We also need more people getting jobs onto COOL. 93% of people probably use the job postings on COOL. I will bring these to the board.

Update from Emergency Board Meeting- Johannes

- We passed the updated elections policy and taking the alumni board representation thing out of the referendum, we shouldn't be writing this into stone just yet. We'd have an alumni board that wouldn't vote but we'd meet with them for feedback. We're still going on with the other referendum items.

Upcoming Sauder Events- Johannes

- I can attend upcoming events

Referendum/ Election Promotions- Johannes

- Please help promote elections and hiring in the upcoming weeks

Round Table- Johannes

- We need to put forward the number of delegates by March 1st, Riki is sending out the exec applications the week of elections
- DavidL: outgoing execs go, and it depends on the workshops
- Dylan: I'd like to see everyone go
- DavidL: there are limited spots
- Dylan: I see this as a reward for our work, to leave people out doesn't seem right. I think the incoming *and* outgoing execs should go
- Johannes: there are other conferences throughout the year
- Dylan: if possible I'd like both incoming and outgoing execs attending, we don't want to devalue certain execs over others. These conferences add a lot of professional development experience, NBSC had some great stuff

Service Council Agenda Discussion- Johannes

- To be discussed: Committee updates, the referendum, transition, the elections and perhaps a financial update and CSSEC, we can have the service council send a brief single powerpoint slide about their updates that people can read through

Transition Discussion/ Expectations- Johannes

- We should have our transition reports ready by the time the new president is on board, is this possible? First Monday in March?

- DavidL: we should have them include events in the transition report, they have to be available in March, we need them present for the retreat to bond.
- Johannes: when it comes to hiring executives, our board retreat will be Sunday February 12th, they need to select their exec hiring committee by this date. Exec applications will be out until mid-February and we can have the exec retreat after round table. Service council hiring (round 1) will be in February after the break. We can recommend that the service council retreat happen the last Friday in March (30th to 31st). Lets talk about the exec retreat at the next meeting. Gibson's is an option

Conference Advisory Boards (Andrea)

- I suggest we perhaps have just one committee that can give feedback, continuity is a problem
- Sara: I like the idea of just one board
- DavidL: but you don't need that many people on a board
- Andrea: the only source of continuity they have is the conference chair
- DavidL: get a few past chairs involved in this
- Andrea: it's hard for some conferences to put a board together when they're working on their events, we could try it and see if people are interested, I'll let Pam know of our decision
- Johannes: all of the Queens conferences have their own boards

Future of our coffee service- Julie, see attached

- As of January 13th we seem to be spending a lot. It's been three months and we have about \$7300 in costs for coffee
- Johannes: do we have a running average cost per cup of coffee per day?
- Julie: I don't know how we can do that
- Johannes: Thirst First does an audit of how much coffee is used
- Sara: but we only know how much of the supplies is being used, we need to store inventory better
- Aldora: demand is going down
- Johannes: we spent \$4000 in three days and then it trailed off, half of the costs, we need to see how it's been trending
- Julie: demand will go down over the summer and holidays
- DavidL: I'll work on the numbers and a presentation for next meeting and for the board

End time: 8:39pm

Coffee Cost Record 2011-2012

	Unit Costs	11/22/11	11/23/11	11/25/11
System Maintenance				
Coffee Costs				
Blue Heron	\$ 67.45	4	1	5
French Roast	\$ 67.45	3	2	4
Village Trade	\$ 67.45	3	1	4
		\$ 674.50	\$ 269.80	\$ 876.85
Flavouring Costs				
French Vanilla	\$ 19.98	6	6	12
Hot Chocolate	\$ 19.98	6	6	12
Cappuccino	\$ 12.99	4	4	6
		\$ 291.72	\$ 291.72	\$ 557.46
Essentials				
Sugar Packets	\$ 25.98	1		
Stir Sticks	\$ 3.99	2		
Cups	\$ 99.99	1		
Avalon Filter Roll	\$ 29.99	1		1
Creamers	\$ 8.25	5		1
Milkers	\$ 8.25	5		2
		\$ 246.44	\$ -	\$ 54.74
Subtotals:		\$ 1,212.66	\$ 561.52	\$ 1,489.05
Totals:		\$ 1,358.18	\$ 628.90	\$ 1,667.74
Running Totals				
Coffee	\$ 2,967.80			
Flavouring	\$ 2,398.65			
Essentials	\$ 647.62			
	<u>\$ 6,014.07</u>			
including tax	\$ 6,735.76			
BECAUSE OF MISSING STATEMENT				
RUNNING TOTALS ARE WRONG	\$ 7,376.46			

hot chocolate units used
cost
if only hc and coffee

11/30/11	12/02/11	12/06/11	12/09/11	12/14/11	12/16/11	01/06/12
*					missing statement	
1		3	2	2		
1			2	2		
1						
\$ 202.35	\$ -	\$ 202.35	\$ 269.80	\$ 269.80		\$ -
5		8	5	8		
5		8	5	8		2
		1				2
\$ 199.80	\$ -	\$ 332.67	\$ 199.80	\$ 319.68		\$ 65.94
		1	1			
		2				
1		2	2	2		
2		2	2	2		
\$ 24.75	\$ -	\$ 96.97	\$ 36.99	\$ 33.00		\$ -
\$ 426.90	\$ -	\$ 631.99	\$ 506.59	\$ 622.48	\$ 572.05	\$ 65.94
\$ 478.13	\$ -	\$ 707.83	\$ 567.38	\$ 697.18	\$ 640.70	\$ 73.85

50
 \$ 999.00
 \$ 3,966.80 66% If no flavouring \$ 3,615.42
 plus potentially lower consumption as a whole

01/13/12

2

0

1

\$ 202.35

4

3

\$ 139.86

1

1

1

2

\$ 154.73

\$ 496.94

\$ 556.57

60%