

Executive Council Meeting Minutes

Tuesday, May 7th, 2013 at 7:00 P.M.

Henry Angus Building, Room 194



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**Note that this document is viewable by the general membership of the CUS.*

Requests for presentation slots should be made at least 48 hours in advance by contacting the Administrative Director.

Attendance

Name	Position	Present ("X")	Late ("X")	Proxy
Executive Council				
Enzo Woo	President (Chairperson)	X	-	
Niloufar Keshmiri	Vice-President, Academic Affairs (Vice-Chairperson)	X	-	
Gillian Ong	Vice-President, Engagement	X	-	
Jasmine Yeh	Vice-President, External Affairs	X	-	
Jason Cheung	Vice-President, Finance	X	-	
Thea Simpson	Vice-President, Internal Affairs	X	-	
Benjamin Chen	Vice-President, Marketing and Communications	X	-	
Other				
Tom Tang	Ombudsperson	-	-	
Hannah Vandenberg	Administrative Director	X	-	

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A Call to Order and Adoption of the Agenda

The meeting was called to order at 7:19 PM

- I *Be it resolved that the agenda be adopted as presented.*
Moved Nil, Seconded Jasmine

...the motion carries.

B Presentations to the Executive Council

None

C Membership: Personal and Portfolio Updates

I President

1 WCLR

- Worked out logistics
- Needs to deal with reimbursements for conference and plane fare

2 Enact - Sauder Alumni Relations Board

- Contacting Charlene and Brian; working to further engage Alumni. New program this year

3 UBCMA - follow-up

- They couldn't make their presentation time. They will come in eventually

4 Sauder Africa Initiative

- Email didn't go through.
- They need the agreement; they know what the deal is, but they need to see all the requirements

5 PMF Market Mingle - follow-up

- Followed up with the two who are heading it; it's going well. They verified all the CUS members who went.
- Reimbursements need to be submitted for it (Jason)

6 Follow-up with Alumni Advisory Board (Jason)

- Going to wait until the Budget meeting

7 JDC West @ WCLR

8 Meeting with past 3 CUS Presidents - getting great feedback!

9 Keep my office clean!

II VP Academic

- 1 Contacting all services; need to get in contact with Maria (Exco)
- 2 Want to start tutoring in the summer as well; starting with FA
- 3 Making presentation for UBC Welcomes You
- 4 *Side note: ExCo finding + special projects funding are overlapping.

III VP Engagement

- 1 Emailed all the services to make plans for the summer
- 2 Sauder sports rep is still away
- 3 All hiring is done!

IV VP Finance

- 1 Budgeting will be started soon

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- 2 Working with Charles; he has a lot of suggestions
- 3 An email needs to be sent out stating that people can't spend money unless they get approval
- 4 Looking to keep the paper work, start excel imputing similar to "CUS legacy" project
- 5 Budget oversight committee meeting on Thursday

V VP Internal

- 1 JDC West moved
- 2 Need to decide which conferences to send JDC West participants to
- 3 Had meetings with portfolios to discuss summer meetings and budgeting
- 4 Staying on top of room bookings and lockers
- 5 AWARDS NIGHT HIRING; SUSTAINABILITY HIRING

VI VP Marketing

- 1 Contract for Prospectus → doing it today
- 2 A lot of late hiring results in few applicants
- 3 CUSunday maintenance is still in progress; if an important message needs to be sent we can always talk to the UGO about sending out an email

VII VP External

- 1 Met with Alex to talk about Imprint → she wants to do something standard; perhaps switch dates with awards night
- 2 Did IBC interviews
- 3 Enterprize had its turnover
- 4 Meeting with MeInc next week
- 5 Meeting with EMP tomorrow
- 6 CR: Big 4 pitch day is June 10th; Frosh, Me Inc., Enterprize, CUS sustainability, JDC, Sauder sports...? Possibly Case Comp Club?

D Executive Business and Discussion

I Reusable Name Tags (Nil)

- We would need to order 1000, and each one is \$5
- Are we funding it entirely, or are we subsidizing it partially? 1000 people will probably not buy them
- We can try bargaining with them
- We can't support this in its current form
- Do they come printed and ready to go, or do we have to print people's names etc. on them? → We need to hear back from the company

II Summer Budgeting Process

- Budget meeting on Thursday; this will determine the budgets for most services and conferences
- This information will be given to the FinCom
- Fincom orientation will be soon
- Budgets will be sent out hopefully around mid may (15-20th)
- Budget has to be approved before June 30th

III CSC

- Board wants to continue the project

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- Form a committee that meets twice a term; very minimal. Just keeping the project alive
- Small committee
- Want at least a couple people from the last committee, just for some continuity
- Probably won't form a committee at least until the next board meeting

E Other Business

- I Are we proposing a bi-weekly Tuesday 7pm PST meeting?
Yes

F Next Meeting

- I Adjournment

- II *[Motion] There being no further business, be it resolved that the meeting be adjourned at 8:29*
Moved Thea, Seconded Nil

...the motion carries.