

# Executive Council Meeting Minutes

Monday, January 7<sup>th</sup>, 2013 at 6:00 P.M.

Henry Angus Building, CUS Boardroom

*\*Note that meetings are open to the General Membership of the Society Unless Otherwise Deemed In-Camera*

*\*Note that presentations and/or proposed motions should be requested to be on the agenda at least three (3) days prior to a meeting by contacting the Administrative Director, Hannah Vandenberg, at [Hannah.Vandenberg@cus.ca](mailto:Hannah.Vandenberg@cus.ca)*



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## Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Sean Fleming	President (Chairperson)	X		
Niloufar Keshmiri	Vice-President, Academic Affairs (Vice-Chairperson)	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		
Tom Tang	Ombudsperson	X		
Hannah Vandenberg	Administrative Director/ Recording Secretary	X		

Guests: Cole Leonoff (Commerce Student Senator), Vanessa Lau (AVPM)

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## A. Call to Order

*The meeting was called to order at 6:03*

## B. Amendments to and Adoption of the Agenda

Jason: Can we add Sauder Sports funding to the discussion

*Be it resolved that the agenda be adopted as amended*

*Moved: Jason, Seconded: Ben*

*Objections: none*

*...the motion carries*

## C. Presentations to the Executive Council

- I. CUS Legacy – Ben Chen & Vanessa Lau – 6:15 (Allotted time: 10 minutes)
  1. Whole point is to leave our legacy
  2. Helps out with turnover, job descriptions, SPF, etc.
  3. Has taken a while to get it in motion because there haven't been many steps taken to get it done
  4. Using Evernote: Free and private, unlike Wikipedia. Cloud based. Have an archive of all the years
  5. Main people using it would be Admin director, HR Director, Chair of the board
  6. Every year we'll have to teach the execs how to use it, but it's pretty straight forward
  7. Additional option: Go Premium, \$45 per year. Get sharing privileges to share with people outside the CUS, increase of storage, shows a record of who did what, capability to search text within images, etc.
  8. We don't need to invest in the premium right now, but is a good option for the future
  9. Nil: Do we want services to use this for their transition, because that would run us over capacity
    - Ben: We could, but I don't know if we want to give them access to it, just for safety reasons
    - Vanessa: But if we get premium you can share it, similar to a google doc
  10. Sean: what makes this different from drop box, I know you can add notes, but we won't really be doing this
    - Ben: limited space in Dropbox. You wouldn't have to keep sharing information with successive people like you do with Dropbox; it would just already be on the site, so all the new member needs is the username and password. This is simple and clutter free
  11. Sean: I think we're trying to solve too many issues with this one thing. We should have an additional back up on an external hard drive, as opposed to on the cloud
  12. Thea: we have to be careful because there are laws about storing personal information online, and this would classify as personal information. There are privacy rules that we should look up. Different with Google docs, even you're uploading personal information online there too, but on Google Docs, the people are agreeing to it when they join the Doc.

## D. Personal Updates

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## E. Professional Updates

- I. President
  1. Hiring for VPF
  2. Had a phone call with the lawyers about the endowment
  3. First year committee is working on getting hiring going
  4. POITS is doing well
- II. Vice-President, Academic Affairs
  1. Contacted all services, almost all of them have submitted data
  2. Academic committee is meeting next week
  3. AMS council meeting coming up
  4. Diversity info session before the AMS meeting
  5. We have more space on the faculty caucus. Will discuss at the board meeting who we will be sending
  6. ISIS is doing well
- III. Vice-President, Finance
  1. SoCo is doing rooming preferences for ski trip
  2. Somewhat finished the annual report; it's not the report that you have envisioned.
  3. Met with Enrique about applying for VPF today – I told him it's a pretty routine role, and there shouldn't be any surprises. He's onboard and is applying
  4. Told the AMS that I'm leaving; I'm going to have to give the credit card back and they're going to have to re-issue it to the interim VP Finance
- IV. Vice-President, Internal Affairs
  1. Lockers are open, going well, still selling
  2. Some people put lock guards on their lockers from last semester. We're going to have to pay UBC to come and cut them with their special machine
  3. Business cards – there's nothing loaded on pacblue, no logos are saved on there. How are we integrating the CPA logo into the business cards?
    - Just throwing their logo onto the board and exec ones
  4. Going to be offering cards to the board and exec with their positions on it
  5. Awards Night is confirmed for March 20<sup>th</sup>. Paid for the building and confirmed it.
    - Jason: I didn't submit their payment for the location booking, and it's against the constitution for me to reimburse that high of an amount
  6. Elections are coming up. We may need a different size room. Should be 491 or 492
  7. JDC West is next weekend
  8. Sustainability is sustaining things
- V. Vice-President, Marketing and Communications
  1. Wally the bull is going to be \$1,300, which is really expensive so Helena is going to be talking to a tailor to see how much it would be to commission them to make the needed parts. They gave her a quote of \$650+
  2. Set up a meeting with Sauder Squad to make sure they are going to be doing things this semester
  3. Cavalier released a new article, there are some errors

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4. Yearbooks are in the office; you all have clear instructions on what to do if people come in to pay
  5. Upcoming year book team is working on making sure their yearbook will be out earlier than this past one
  6. IT director Benson is doing great work as always
  7. All of our sponsorship stuff on the marketing side is done except for the business cards
  8. Planning to have a turnover event happen in CPA Hall where clubs and CUS can promote their positions – Working with Richard on this
- VI. Vice-President, External Affairs
1. CPA – making sure everything is good with them
  2. Paul is working with his team to make sure we have companies interested for next September
  3. Enterprize is coming up very soon. They have mostly everything in place. CEO of twitter was almost going to be a speaker but she has something on that day. We got a keynote speaker from Target
  4. Meeting with Imprint. I think it's going to be really great this year
  5. EMP has a sharing circle coming up on the 23<sup>rd</sup> of this month. Mentors come together and talk and share
  6. MeInc is hard to reach, so I don't have much to say about them
  7. I know we talked about not including Imprint, I think it would be a really big shame not to include them. They're looking really strong and I think they have a good chance of winning
    - Sean: Okay, let's evaluate them
- VII. Administrative Director
1. SCI SPF will be finalized today
  2. Bizzcomm is presenting next meeting in regards to Speakout
  3. Everyone please pick a time to hold your spring office hours and record it on the Google Doc.
- VIII. Ombudsperson
1. Met with UBC Ombuds to go over their best practices
  2. Working on a more comprehensive turnover document for turnover

## F. Executive Business and Discussion

### I. SCI Funding

1. Talked a little bit about this over the break but we need to vote on it
2. Original terms agreed upon were that we'd fund \$72 per BCOM student given that they included a 20 dollar price differential between BCOM and others. They didn't like that, so we agreed that if they could get the MBA society to fund equal amounts as the CUS, on a per-student basis, we would waive the term about the differential. They collected fees without the price differential, and since the MBA society only agreed to funding \$38 per MBA involved, we agreed to do the same, with no student price differential.

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***Be it resolved that the Executive Council commit to fund the Strategy Consulting Initiative (“SCI”) \$38 per CUS-member involved in the program for a total of \$532 based on the 14 students in the program.***

***Be it further resolved that this subsidy be contingent upon the acceptance of a set of terms to be further developed by the Vice-President, Internal, and agreed upon by the SCI.***

2.

***Moved: Thea, Seconded: Ben***

***Opposed: none***

*...the motion carries*

## II. VPF Replacement

1. Jason’s leaving. Hiring is now open
2. Enrique may be applying
3. We’ll have a new member of the Executive Council in about 2 weeks

## III. Executive Review

1. Should go back to the board and give them feedback about how they gave feedback
2. Thea: note → shouldn’t be administered by a member of the board, but by the ombudsperson. Should be confidential because some weren’t that great. President shouldn’t be evaluated by the board because he was elected, not hired by them. Board should only evaluate the execs. Execs should maybe evaluate the president. Board needs to work on being more specific and constructive, as opposed to just making statements; if they give negative feedback they should say what the exec should do differently. If they say we do something, they should provide examples. Whether they’re evaluating us or our reports was unclear. It would be useful to have them evaluate us, but they said they didn’t feel comfortable doing that because they didn’t know enough what we were doing. It was useful if they evaluated us and used our reports as a reference.
3. Ben: some of them just don’t have any backing or reasoning. I agree with Thea, it needs to be constructive; if I’m doing something wrong, tell me, and then let me know how I could do it better.
4. Next year’s Ombuds person may want to mix up the numbers because it’s easy to deduce who wrote what if we compare
5. We should do this after the first two ternary reports
6. Cole: on a related note, you should know that there’s a board meeting next week, you should all go because constitution says you should give a verbal report once a month

## IV. New Turnover Date

1. Transition in March makes no sense; doesn’t make sense with our services
2. I think we should shift it back to April
3. We would still be hired at the same time, but then we’d have time to come to the last exec meetings and get a feel for it before we jump in at the beginning of summer
4. We’d need to hold a referendum to do this because it’s changing constitution
5. Take effect this year?
  - We could change it now and bring it into effect later

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- It might look a little weird for us to extend our own terms, so maybe we should change it and put it into effect next year
  - I don't really think it's that big of a deal, I don't think any of us are trying to get more time
6. Could change the board date as well
  7. We can just shift the turnover date to match the fiscal year.
  8. We should do it this year
  9. New turnover date: May 1<sup>st</sup>. Turnover happens before this date, then on May 1<sup>st</sup>, you're done and it's all the new people.
  10. Nil will be drafting something to bring to the board

## V. Sauder Sports funding

1. Sauder Sports did a big team social, they got reimbursed for their predetermined amount. They went over their budget, we reimbursed them for our original amount. The chair is appealing the decision
2. Their dinner bill was \$240, we gave \$90. We assume there was alcohol on their bill
3. Nil: Why was she mad, why did she think she had more money?
  - She didn't think they had more, but thought they could use sponsorship money
4. Cole: it sets a really bad standard to reimburse their full amount.
5. They didn't allocate any sponsorship money towards their dinner

## G. Approval of Minutes

*That the minutes from the December 2nd, 2013 Executive Council meetings be approved for public distribution*

3. *Moved: Jason, Seconded: Ben*

*Objections: none*

*...the motion carries*

## H. Next Meeting

Next Tuesday, 6 o'clock

## I. Adjournment

*There being no further business, the meeting was adjourned at 7:45 PM*

4. *Moved: Ben, Seconded: Nil*

*Objections: none*

*...the motion carries*