

# Executive Council Meeting Minutes

Monday, June 23<sup>rd</sup>, 2014 at 7:00 P.M.

Henry Angus Building, CUS Boardroom

**Note:** Meetings are open to the General Membership of the Society Unless Otherwise Deemed In-Camera

**Note:** 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, Braeden Elsaesser, at [Braeden.Elsaesser@cus.ca](mailto:Braeden.Elsaesser@cus.ca) - materials received past this point may be considered for the subsequent meeting's agenda at the Administrative Director's discretion.



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## A. Call to Order

*The meeting was called to order at 7:19PM.*

## B. Amendments to and Adoption of the Agenda

*Moved: Jordan | Seconded: Hannah*

1.

*Be it resolved that the agenda be adopted as presented.*

*In favour: all  
Opposed: none  
Abstentions: none  
...the motion carries.*

## C. Presentations to the Executive Council

None.

## D. Professional Updates

### I. President

1. Went on the AMS Weekend in Kelowna with UBC-O's student union
2. Planning the Meet The Dean session

### II. Vice-President, Academic Affairs

1. Met with the BCC to go over their budget
2. Meeting with Tim from BMMP
3. Intensively been working on budgeting; all set for the annual budget meeting

### III. Vice-President, Finance

1. Working on JDC West
2. Working on the CR Breakfast

### IV. Vice-President, Internal Affairs

1. Awards Night; attempting to book the new SUB
2. Transitioned Braeden into the Administrative Director role

### V. Vice-President, Marketing and Communications

1. Sent the Prospectus into the publisher; CPA will be included on the back cover
2. Sauder Squad is planning what they will do during Business Week
3. Meeting up later this week with CAP; wants to start making promotional Youtube videos
4. Visual Media wants to create a website that includes contact information, high resolution pictures, and show students how to submit a request
5. Cavalier will start brainstorming the website shortly; hired their web-editor

### VI. Vice-President, External Affairs

1. Imprint considering moving conference to a Thursday night
2. Negotiating with Prep 101 as they want renew their contract from last year; unhappy with the relationship last year and want to be on the CUS Discount Cards

Questions/Discussion:

- Ben: What is the status of the CUS Discount Card?

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- Cole: I think we effectively discontinued it.
- Nil: No one used it; I believe we have thousands in a box in our office from a couple years ago.
- Thea: It is one of those services that for people who do not interact with our other services think it is cool that we have a discount card. It had Calhoun's and that was pretty good. If they are really set on discount cards, maybe we should bring them back.
- Cole: We have the keychain ones, so we would not need to spend for new ones.
- Thea: Yes, so all we would need to do is get a few companies on board and advertise it as a thing we do.
- Cole: As well as booth for it in September.
- Thea: I think we can make it a goal, Ben, to have an update by September. If we can get five decent companies plus the AMS, then we would launch it.
- Ben: Overall it has been an interesting negotiation because one of the things they said is that they give a discount for CUS students to use their service. Which is not really a bargaining tool to use against us.
- Thea: I think that the discount is a good thing; I did not know we had this deal, but I think that students would use it if they knew. Again, people who are not that involved would be happy that they get a discount through the CUS. It is a benefit then.
- Ben: They made a huge deal about how they gave so many discounts out last year, but I do not think a single person actually knew about it. Even some of the staff at the Prep 101 did not know about the discount. Anyway, they want to sponsor us \$1,000 and I want to push for higher.
- Thea: At the end of the day, I do not see it being a huge deal. If they think the relationship was bad last year and are still giving us the discount/\$1,000 then we should potentially ease off and work on improving the relationship. Then, work to add sponsorship money for next year.
- Ben: Okay, that was going to be my approach.
- Cole: On the flip side, it is only \$1,000 and we advertise a lot for them. So, if we did lose it the sponsorship, it would not be that detrimental.
- Thea: I think students would like getting discounts off Prep 101, and that would be positive for our organization.
- Ben: They also mentioned that they would pay for boothing at the start of the year.
  - Cole: I do not think it is our place to rent that out. That will need to be directed to Sauder.
  - Nil: My question is how does PWC booth?
  - Cole: Presumably they get permission from the BCC.
  - Nil: So what we can say is that companies that want to booth will need to contact the BCC, because we will not do it.

VII. Vice-President, Student Engagement  
None.

VIII. Administrative Director  
1. Had turnover meetings with Nil & Cole, as well as with Hannah regarding the AD role  
2. Begun emailing back individuals including Me Inc.; waiting for a response from them

IX. Ombudsperson  
None.

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## E. Executive Business and Discussion

### I. Corporate Relations

*Moved: Ben | Seconded: Thea | Third: Hannah*

2.

*Motion to move in-camera.*

*In favour: all  
Opposed: none  
Abstentions: none  
...the motion carries.*

*Moved: Thea*

3.

*Motion to stay in-camera*

*In favour: none  
Opposed: all  
Abstentions: none  
...the motion fails.*

#### Questions/Discussion:

- Thea: Regarding the CR breakfast, have all our services been contacted? Can we confirm that? Also, I was going through my emails and Anthony contacted my some of my services saying the Commerce Community Breakfast was on Wednesday, July 4<sup>th</sup> but July 4<sup>th</sup> is a Friday. So, I am concerned that if they looked at Wednesday, there might be some confusion there.
  - Ben: To answer your question, they said that all the services had been assigned to someone and they had been contacted. Yes, that is a major detail.
  - Thea: I think you need to check that all the services have first been contacted, and then someone needs to send a reminder email to every service, board, and exec reminding them of the proper day.
  - Ben: I will set-up a Skype meeting tomorrow and I will go over everything with Aaron and Linette to sort it all out.
  - Thea: Great, thank you.

### II. Budget Approvals

#### 1. Sauder Squad

- The prizes were originally priced extremely high; Budget Committee found lower prices but more prizes ended up being projected in the second budget which increased the overall budget
- The original budget will be kept while adjusting for the lower priced products

#### 2. Sponsorship

- This amount is from the CR budget; the amounts have been adjusted for projected sponsorship this upcoming year and a matrix has been created showing which services sponsorship has been allocated towards
- In the CPA Agreement, money was allocated towards being a title sponsor for Frosh; confirmation is needed on how to allocate this money and where to make CPA a title sponsor

#### 3. Corporate Relations

- Budget has been revised; the budget is the same except the breakfast is a bit more expensive

#### 4. Visual Media

- Received the inventory statement; frozen the budget until there is a better inventory management system in place
- Vanessa: There are two lockers, one of them only Joey has access to it and where all the expensive equipment is kept; items are only moved to the other locker when events come up.

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- Thea: That is a slightly better system than I thought. But there are several issues, if someone takes something; we have no way of knowing whom it was. All we know is who has access the second locker. She needs to recognize how big of a problem this actually is.
  - Vanessa: They had a social and no one came up with a better idea and they do not want to do the CLC method because of the limited hours. I thought about keeping it in the Executive office but that is not much safer and given that they want full access whenever they need it, it would create a lot more work.
  - Nil: I get restricted access but they should be running a semi-organized service where they could pick up equipment from the CLC the day of.
  - Vanessa: I do not think it is about pick up, it is about giving it back because some events run really late.
  - Nil: But they can hold onto it and give it back the next day. They would not get fined for their own equipment unlike the rest of the stuff in the CLC. But if someone loses it, then we will know who did it in that system.
  - Thea: We will approve their budget but they will not be able to spend anything until a better system is in place.
5. Case Competition Club
- Wanted to confirm that they make a profit, which they do; potentially going to spend the revenue
6. Commerce Community Program
- Been unable to meet even though urgency was stressed in communications; lead to the decision of the Budget Committee creating a budget
  - The newly created budget has been sent back to CCP; expecting an email back in the coming days before the Board Budget Meeting
  - In the new budget several small events as well as prizes have been removed; nothing was specified or explained for those items so there needs to be communication
7. External Conferences
- Took out Roundtable because it is now a line item in the overall budget
  - Added Sauder Social Entrepreneurship and Arc Initiative
8. JDC West
- The revised budget; it will most likely stay the same besides one line item
  - Jordan: The hoodies and t-shirts was a contentious line item, there was long discussion on it but it was resolved. The main issue comes down to early arrival. Nil and I are strongly against the idea of going a day early because their main argument was that it helps them prepare but we argued that they came 6<sup>th</sup> and this year it is in Victoria, not Regina.
    - Nil: There is a day where everyone checks in and has an opening ceremony, but they want to arrive the day before the planned check-in date. Their argument is that it makes them feel less rushed and can get a feel for the building.
    - Jordan: I agree with helping with preparations but we offered to send people early to check out the building and report back to the group. That was where we would meet in the middle.
    - Thea: I think it would help to go survey the rooms. But do we really need the whole team to go a day early? I am fine with having one member from each team go and check out all the presentation logistics.
    - Nil: The issue is that the additional day costs around \$3,000 total. We want them to do well academically but is this really the best use of that money?
    - Thea: What it came down to is that they dropped apparel but wanted to keep the early arrival in the budget. We said we would bring it to Exec.
    - Nil: What do people think about early arrival?

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- Hannah: I do not agree with the early arrival.
  - Grace: I personally do not think it is necessary.
  - Thea: Would we be more in favour of giving them the stipend to send people early or cutting it altogether?
  - Hannah: I am fine with sending a few people early but not the whole team.
  - Grace: I definitely do not think the entire team needs to go check out the rooms.
  - Thea: Yes I agree, I do think that one person from each academic team should go and communicate back to the group. So a total of 10 people.
  - Jordan: Just to reiterate her message, the reason why this came to Exec was because she firmly believed in the benefit of going a day early. I will push that she sees so much value in it. I just want to put that on a table.
  - Thea: They did compromise with us a lot, so it says something that this was a sticking point on their end. It is also from an academic light. If we do turn it down, they will appeal it to the board.
  - Jordan: I still think we should change it.
  - The Executives have decided to switch the early arrival line item to a one-day scouting trip for one member per team to visit the building and report back.
9. National Strategy Consulting Conference
- Still needing quotes for day two; been told that the quotes will be sent in by Thursday
  - For the time being, the quotes will be adjusted to what the Execs determine as being reasonable
10. Chasing Sustainability
- Wants to move the conference off campus; it will not be approved due to issues with the last time the conference was held off campus the conference was forced to give away tickets
  - The budget with the conference being held on campus is approved
11. Top 40 Under 40
- Budget has gone up due to losing IBC; happy with the overall budget
12. Yearbook
- Company is looking for three-year agreement; for a one-year contract, it will be higher. The aim is for \$25 per yearbook for 500 copies but the price is currently higher
  - Nil: We have brought it up down to \$28 per yearbook, but I do not see them going down to \$25 unless we add more yearbooks but I do not think we should do that. There is no chance we will sign a three-year contract because that is not appropriate on our part to make that decision.
    - Cole: Did we not have a thought of getting 500 copies anyways?
    - Nil: I thought that was our maximum.
    - Cole: We could go back to them and say 500 copies for \$25.
    - Nil: Yes, but if we do not get that price, then we will get less copies.
    - Cole: I just think 400 copies is not enough because we could then run out. We have a graduating class of 800.
    - Thea: So we are going to budget 500 and \$28?
    - Cole: Yes, but we should really push for \$25 per yearbook.
    - Nil: Shipping will go up as well.
    - Cole: Okay good.
13. Business Career Centre
- The budget has not been approved because they have not yet met with Thea; that meeting is set to occur on Wednesday
  - Will be left as is for now; several discussion points will be gone over at Board

#### Questions/Discussion:

- Nil: They have started charging us bank fees for transactions.

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- Cole: That is really alarming because they did that without telling us.
- Nil: Should we budget for bank fees? Or is it coming out of the buffer?
- Jordan: Do we know what the banks fees are? Could we reasonably estimate it?
- Nil: I think it is around \$3,000. When we submit this to the AMS we need to clarify the bank fees situation.
- Jordan: This changes how our banking relationship moves forward. If we are getting charged bank fees, can we be in charge of our bank account? Do we collect interest?
- Cole: I think the reason why we were not charged back fees had to do in part with the interest they gained from our account.
- Nil: It might be because of the credit card. We are one of the only societies that have a credit card.
- Cole: We pay our credit card. So we should not be getting credit card fees.

*Moved: Jordan | Seconded: Hannah*

4.

*Be it resolved that the CUS 2014 - 2015 annual budget be approved for recommendation to the Board of Directors as presented.*

*In favour: all  
Opposed: none  
Abstentions: none  
...the motion carries.*

F. Approval of Minutes

None.

G. Next Meeting

H. Adjournment

*Moved: Jordan | Seconded: Thea*

5.

*There being no further business, the meeting was adjourned at 9:34PM.*

*In favour: all  
Opposed: none  
Abstentions: none  
...the motion carries.*

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## Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Niloufar Keshmiri	President (Chairperson)	X		
Thea Simpson	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Ben Gardiner	Vice-President, External Affairs	X		
Jordan Hearne	Vice-President, Finance	X		
Hannah Vandenberg	Vice-President, Internal Affairs	X		
Vanessa Lau	Vice-President, Marketing and Communications	X		
William Pigott	Vice-President, Student Engagement			
Grace Kim	Ombudsperson	X		
Braeden Elsaesser	Administrative Director/ Recording Secretary	X		

Guests: Cole Leonoff