

Executive Council Meeting Minutes

Monday, September 29th, 2014 at 5:30 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 5:36PM.

B. Amendments to and Adoption of the Agenda

Moved: Cole | Seconded: Vanessa

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. Dealing with many inquiries from students on the Public Relations email
2. Planning to meet with Shannon next week; several debriefs including The Spark
3. Sauder Summit and NSCC contract signings will be completed in the next week
4. Need to pay the CABS delegate fees; will complete this in the next week
5. Debrief with the dean regarding community service upcoming
6. Hired an IT Director; extremely qualified and happy with the hiring

II. Vice-President, Academic Affairs

None.

III. Vice-President, Finance

1. Continuing to process reimbursements; completing day-to-day activities
2. Getting in touch with my FinCom; setting up a meeting with each of them
3. In contact with UBC about processing the cheque the CUS owes; still a challenging process
4. Thea, Nate, and Jordan met on Friday for a Budget Committee meeting
5. Sustainability's reimbursements are a challenge and complicated due to their sponsorship from the AMS

IV. Vice-President, Internal Affairs

1. Awards Night and Imprint have switched dates; Claudia is setting up evaluators for each conference and club event during the year
2. Elections is hosting their all candidates forum on Wednesday; strongly suggest that everyone attends
3. AMS has been slow with their room bookings lately
4. Case IT and Apex are inquiring about reimbursements for the students
5. Meeting Shannon and Linda to acquire an Admin login for the breakout rooms
6. Will be emailing all clubs about how they will receive their CUS funding in the near future

V. Vice-President, Marketing and Communications

1. Posted Yearbook Editor applications last weekend; still waiting for applicants
2. Cavalier received their budget allocation for the website theme; Humans of Sauder will begin tomorrow
3. The rulers for the Prospectus are lost; allegedly they arrived yesterday but there are nowhere to be found
4. Shannon wants to coordinate a "He For She" event for the students; online and in-person campaigns

VI. Vice-President, External Affairs

1. Changed the date for Imprint to help coordinate with Awards Night
2. Aaron and Ben met with the CPA representative; they are looking to cut down the contract for this upcoming year due to the lost events (Frosh and Enterprize)

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3. CPA Case Competition's newest plan will include the top six teams from UBC and SFU at Sauder; will follow-up to better understand the details behind the case competition and what exactly the CUS needs to provide for the students
4. Services should be making requests for the IT Director to update their logo pages on the websites
5. JobsPostings.com wants to add our logo to their website; unsure the reason behind this, thus will follow-up
6. Will be receiving the Prep 101 sponsorship cheque this upcoming week in the mail

VII. Vice-President, Student Engagement

1. POITS and SoCo Do California Kickball was on Friday; good success even though there was poor weather
2. Considering hosting an outdoor POITS event in the spring with the hope for better weather; no longer having a faculty wide Oktoberfest
3. CCP is hiring for their final positions; beginning the planning for Movember
4. Application for 1st Year Coordinator and Grad Night will be posted in the coming days
5. HYGGE application for mentees has closed; received approximately 70 applications and will be sorting it out in the coming days
6. The CUS signed on to the Students' Halloween party with the AUS and SUS; the other faculties are bringing in their social coordinators to plan the event
7. ISAS is doing its bus tour; twenty spots were available and will verify if it sold out

VIII. Administrative Director

1. Received the receipt from the Cheakamus Centre; will send that to Jordan and Thea
2. Been in contact with Charles from Grafica regarding the CUS hoodies; everyone will be receiving names printed on their hoodies for free

IX. Ombudsperson

1. Receiving requests for meeting times and have been meeting with several students; things are going well

E. Executive Business and Discussion

1. Chasing Sustainability Marketing Plan

1. Vanessa reviewed the marketing plan for Chasing Sustainability which will occur in under a month
2. The marketing plan looks detailed and Vanessa will meet with them tomorrow to go over each detail
3. One concern is that they have yet to submit anything for the Sauder big-screen even though it is part of their timeline for their marketing plan
4. A timeline for their marketing plan was projected to the executives and details were reviewed

Questions/Discussion:

- Nil: If they do all of this, do you think it would be well marketed?
 - Vanessa: Yes, I think they are making a good effort. It is a pretty standard timeline but they have a plan and if it is implemented then it should be fine. That being said, there are no visuals about the off-campus venue, so they should probably include pictures or a video. They need to convince people that it is good to be off campus.
 - Nil: I did not see anything specific about their speakers because they have a good line-up. They definitely have that going for them due to the TED speaker.
 - Vanessa: I believe they are marketing it starting on October 3rd, but I will follow-up on that.
- Vanessa: I think the plan is fine; does anyone have feedback?
 - Grace: It looks pretty thorough, just a matter of them following through with all of it.
 - Nil: It looks extremely detailed, so can you make sure they are completed all of the items in the timeline.
 - Vanessa: Yes, I will stay in-touch with them throughout the marketing process.

2. CAP Presentation Deck

1. Due to the change in the structure of CAP's program, they will be doing their presentations after the university application process is over; goal is to convince students to pick Sauder over other schools
2. The executives reviewed the slides presented by CAP and gave feedback to Vanessa who will relay the information to Matthew, the CAP chair

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3. Overall, the executives found that the presentation deck needed improvements on every slide but the general concept of the presentation flowed nicely and after the necessary the changes the PowerPoint will be good

F. Approval of Minutes

Moved: Ben | Seconded: Jordan

2.

That the minutes from the September 1st Executive Council meetings be approved for public distribution.

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

G. Next Meeting

H. Adjournment

Moved: Ben | Seconded: Jordan

3.

There being no further business, be it resolved that the meeting be adjourned at 7:31PM.

*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		Cole Leonoff
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	X		
Grace Kim	Ombudsperson	X		
Braeden Elsaesser	Administrative Director/ Recording Secretary	X		

Guests: