

Executive Council Meeting Minutes

Sunday, June 14th, 2015 at 2 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, Angela Li, at angela.li@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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Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Vanessa Lau	President (Chairperson)	X		
Vadim Chernenko	Vice-President, Academic Affairs (Vice-Chairperson)			Daphne Tse
Amanroop Rosode	Vice-President, External Affairs	X		
Taylor Carter	Vice-President, Finance	X		
Frederick Wong	Vice-President, Internal Affairs	X		
Maddy Thenappan	Vice-President, Marketing and Communications	X		
Alexander Lee	Vice-President, Student Engagement		X	
Juvan Houang	Ombudsperson			Absent
Angela Li	Administrative Director/ Recording Secretary	X		

A. Call to Order

The meeting was called to order at 2:03PM.

B. Amendments to and Adoption of the Agenda

Moved: Fred | Seconded: Taylor

Be it resolved that the agenda be adopted as presented.

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

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C. Presentations to the Executive

- I. None

D. Personal Updates

E. Professional Updates

- I. President
 1. Got a lot of emails from people that want to present to Execs.
 2. Will meet with Shannon next Tuesday to catch up.
 3. A lot of people want write ups, so I've been writing a lot of them lately.
- II. Vice-President, Academic Affairs
 1. None.
- III. Vice-President, Finance
 1. Voted on budget yesterday and will vote on it later today.
- IV. Vice-President, Internal Affairs
 1. Budget committee meeting was fun yesterday
 2. Clubs Review Committee have review the clubs. Most of the clubs got approved, except for Business Communications who needed to represent and Consulting Club who didn't come. They will be presenting to the Execs.
 3. There are several new clubs joining this year. I'm also getting prepared for that.
- V. Vice-President, Marketing and Communications
 1. Website redesign: 2 options. Will talk about it more in the discussion later.
 2. Yearbook: Do we want to print more copies for next year?
 1. Vanessa: we gave copies to graduates for free and charged people that are not graduates.
 2. Maddy: according to our Yearbook Director Alexis this year, we gave away most of our yearbooks and sold out the rest. Alexis thinks that it maybe a good idea that the rest of the school can get more copies.
 3. Vanessa: I don't see any need to print more next year.
 4. Taylor: I'm good with giving out free yearbooks to graduates. It is a good thing that we don't have any boxes in the office this year.
 5. Vanessa: agreed. We don't want to waste any money getting more.
 3. Agenda: ruler don't fit current binding. We can either keep our plan of change bindings or we can order new ones with no ruler.
 1. Vanessa: we should change bindings.
- VI. Vice-President, External Affairs
 1. Pitch day: everyone arrived on time and presented to the panel of 11 people. Presentation went pretty well. For some services like BuzWeek and Imprint, there weren't any questions, so they ended 15 minutes early.
 2. Vanessa: when can we hear back about sponsors?
 1. Roop: I don't have exact date, but it should be this week or the week after.
 3. Vanessa: how was your with meeting with Jas?
 1. Roop: We were supposed to meet, but he wanted to meet with more people.
 2. Vanessa: just keep us updated.
- VII. Vice-President, Student Engagement
 1. I've been checking up with my services. Two of them went to Pitch Day.
 2. Met with Mentorship Program last week. They finalized details and submitted their budget. They will start hiring within the next 2 weeks. I will be checking up with him.

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3. Working on 1st year handbook with Maddy. Words should be finished in a week and graphs will be done later.
 1. Fred: Clubs are getting back to us.
 2. Alex: Execs, let your services write a short blurb about their services and signature events. It only needs to be 2-3 sentences
 4. Meeting with Chloe. Talked about a habit course. They will go to Board Meeting on June 28th.
 5. Foodbank also want to present to the Board on June 28th about food drive.
 1. Vanessa: can you move them to the Exec meeting in July? There are too many presenters on the exec meeting on the 28th.
 6. We need to start on CUS jacket. I need it by next week.
 1. Roop: we can talk about it in this meeting. It won't take too long.
- VIII. Administrative Director
1. I've been looking at CUS retreat locations.
 1. Vanessa: I've sent the exec the email summary Angela sent me.
- IX. Ombudsperson
1. None.

F. Executive Business and Discussion

- I. Beat Your Course Contract (Roop)
 1. Can they put their logo on the CMP website?
 1. Vanessa: in the Budget Committee meeting, have we budgeted for both BYC and Prep 101?
 1. Taylor: Prep 101 won't be funding us.
 2. Roop: I have talked to Prep 101. Their reviews are not as good. And they won't give more money. BYC on the other hand is much nicer. They are also really eager to join us.
 3. Vanessa: they need to check with Vadim and Sara to see if they are ok with it.
 4. Fred: I am good with putting them on the CUS website, but not on the CMP website.
 5. Vanessa: we have a sponsors page that have everyone on there, including CPA and others.
 6. Roop: we need to decide which one is more valuable: they offer to sponsor us either \$1000 cash and course or \$1500 cash.
 1. \$1500 cash is better.
 2. Can they get more bothing time?
 1. Vanessa: we give them bothing time based on how many courses they offer.
 2. Fred: we give priority bothing time for CUS services. If we have extra spots, we will invite others. If they want bothing at the beginning of the year, it may be hard. But if they are okay with bothing during midterm or final seasons, they should be able to get a spot.
 3. Roop: they also want to be involved with The Spark. They are willing to sponsor for The Spark to add their logo.
 1. Vanessa: we can't promise them anything on The Spark. They should contact Si Jia who is working on sponsorship in The Spark.
 3. They want CUS emails just for BYC.
 1. Fred: we can give them the 1st spot on CUSunday, where we have the news.
 4. They want 3 facebook posts. There shouldn't be any problems with this.
 5. They want to be on the front page of CMP booklets. Will direct them to Vadim and Sara.
- II. Website Redesign Quotes

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1. *Forge & Smith:*
 1. The resulting cost range is \$9750 to \$13650.
 2. There has been good communication with them. They know what they are doing.
2. *Ideahack* with Cole Nakatani: Cole is great, though the outcome of the meeting was relatively less optimistic. Cole gave Alex & I a quote ranging between \$10k-\$30k, and the bottom line of the meeting was that he would like to help as much as he can.
 1. Alex: he has been advising us what do to and what not to do. He pointed out that it is impossible to get Quinton to it. 30-40 hours definitely wouldn't be enough. He said it is good that we are going to work with a big company.
3. *Eggbeater Creative* emailed once, and didn't reply to any other of my follow ups. Given the time that we have, we can rule them out.
4. Taylor: we do want a new website and it is what it costs.
5. Fred: our money in the bank is from students. If we don't use it, it's just sitting there. If we are using the money to expand our services to students by redesigning the website, I don't see anything wrong with this.
6. Taylor: we won't need to redo the website for a long time if we renew it this year.
7. Vanessa: new website gives more visibility to what we are offering. I'm willing to invest in a nicer website.
8. *Moved: Fred | Seconded: Taylor*
Motion to invest \$12,000 in the CUS website depending on the quote.

In favour: all

Opposed: none

Abstentions: none

...the motion carries.

- III. Final prices from Friesens for 1st Year Handbook & Cavalier
 1. Maddy: we will get 4% discount. The handbook is reduced from \$3.82 to \$3.62 per copy.
 2. Friesens haven't gotten back to us about reducing quantity for Cavalier. It used to be 400 copies. In the last meeting we cut it to 300 copies. The budget committee cut it to 200 copies.
 3. In the budget, we updated for Yearbook and the 1st Year handbook, but haven't for Cavalier.
 4. The new one is bigger and it is fully customized.
- IV. CUS Exec Jacket
 1. Alex: Everyone go to Northface website. We can save money on jacket, but it is contingent on the jacket. Hopefully we can get 20% - 30% off.
 2. Vanessa: Do we want to fund the whole Exec jackets with CUS money?
 1. Alex: I am very happy to pay for it. It is good to have a team jacket. We can also get subsidized from hoodie cost.
 2. Vanessa: we should be paying money. If we want free, we can just get hoodies like the services.
 3. Taylor: service hoodie subsidize is \$25.
 3. Fred: how are we going to pay for this?
 1. Alex will order and pay for it. Then Taylor will reimburse Alex.
 4. Vanessa: Alex get discount. We use the hoodie subsidize of \$25. We will pay for the rest.
 5. Vanessa: We will keep the Northface logo and have the CUS logo on the arm with our name under the logo.
 6. Vanessa: Once the ordering is confirmed, we will let Board know.
- V. Budget Review
 1. Awards Night
 1. Change name to "Commerce Gala".

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2. Removed Exec Awards.
3. Logistic: will rent new SUB Ballroom.
4. Vanessa: Look for a big discount because of what happened last year.
5. Alex: are we changing rubric?
6. Vanessa: agree to change it.
2. Business Week
 1. They are under-budgeting for food.
 2. They budgeted pizza for slice.
 3. New: BizWeek calendar card.
3. Campus AmbaSauder Program
 1. Too many lanyards.
4. Case Competition Club
 1. They are charging for membership.
 2. Encourage to get sponsorship.
5. Cavalier
 1. Workshop: basic photoshop skills.
6. Chasing Sustainability
 1. They get sponsors a lot.
 2. They are not getting shirts.
7. Commerce Community Program
 1. Need to make sure murder mystery happens to make money. Cant run deficit.
 2. Their chair is going on exchange in 2nd term.
8. Class Liaison
9. Commerce Mentorship Program
 1. Mascot: Penguin
10. Connected
11. CR
12. Elections
13. Executive Monitorship Program
14. ExCo
15. Grad Night
16. Imprint
 1. Website (Domain & Hosting) costing \$ 30 is a lot.
17. JDCW Development Team
18. JDCW
19. Me Inc
 1. Exec need to approve the speakers.
 2. Cut their mobile app expense. They can just use social media.
 3. Hope they don't waste too much energy on getting Ellen.
20. NSCC
21. POITS
22. Top 40 Under 40
23. Sauder Sports
24. Sauder Squad
 1. Budgeted for the mascot even though we are not sure if we are buying a new one.
25. SISA
26. SoCo
27. Sustainability

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28. Visual Media

1. Shouldn't copy paste budget form last year.

29. Yearbook & Prospectus

30. CUS Budget Planning

1. Adding website redesign investment.

31. Moved: Fred | Seconded: Alex

Motion to present this budget to the Board of Directors on June 28th at 2pm.

In favour: all

Opposed: none

Abstentions: none

...the motion carries.

G. Approval of Minutes

Moved: Fred | Seconded: Taylor

That the minutes from the May 31st, 2015 Executive Council meeting be approved for public distribution.

In favor: all

Opposed: none

Abstentions: none

...the motion carries.

H. Next Meeting

I. Adjournment

Moved: Fred | Seconded: Taylor

There being no further business, be it resolved that the meeting be adjourned at 4:09 PM.

In favour: all

Opposed: none

Abstentions: none

...the motion carries.