

# Executive Council Meeting Minutes

Sunday, August 23th, 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](mailto: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)	X		
Amanroop Rosode	Vice-President, External Affairs			Tyler Tanaka
Taylor Carter	Vice-President, Finance	X (Via Skype)		
Frederick Wong	Vice-President, Internal Affairs	X		
Maddy Thenappan	Vice-President, Marketing and Communications	X		
Alexander Lee	Vice-President, Student Engagement			Adrian Francis
Juvan Houang	Ombudsperson		X	
Angela Li	Administrative Director/ Recording Secretary	X		

Guests: Michael Worthington

### A. Call to Order

*The meeting was called to order at 2:05pm.*

### B. Amendments to and Adoption of the Agenda

*Moved: Fred | Seconded: Taylor*

*Be it resolved that Executive Business and Discussion be moved before Professional Updates.*

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

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*Moved :Vadim | Seconded: Fred*

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

*In favour: all*

*Opposed: none*

*Abstentions: none*

*...the motion carries.*

## C. Presentations to the Executive

### I. Business Week Check-In

#### i. Presentation Brief:

1. Date: September 14<sup>th</sup>-18<sup>th</sup>, 10am-2pm
2. Events:
  - a. Sauder Sports Day (Monday)
  - b. BBQ Lunch (Monday)
  - c. Sauder Alumni Address (Tuesday)
  - d. Evening Networking (Tuesday)
  - e. Breakfast Social (Wednesday) (CPA)
  - f. First Year Night (Wednesday) (Birmingham)
  - g. International Students Night (Thursday) (Birmingham)
  - h. First Week Wrap-Up (Friday)
3. Sponsors: Ethical Bean, Purdy's, KIND Bars, HappyWater, Evo Car Share, Targoo, StudentWorks, Pepsi Co., Beat Your Course.
4. Rentals and locations are confirmed.
5. To-Do's: Marketing; Volunteer recruitment and training; More equipment rentals, swag and shirt orders
6. Roadblocks:
  - a. Sauder Alumni Event on Tuesday: having problems on space for the networking event? Business Week can only get Room 098 after 7:30pm.
    - i. Fred: suggest moving people to CPA for networking.
  - b. Waiting for confirmation on outside grass area.
  - c. Started a new Facebook page because we can't figure out the old page password. We also need to take the old Facebook Page down.

#### ii. Q&As and suggestions:

1. Vanessa: Do you have music for Business Week?
  - a. Yes. We have speakers prepared.
2. Vanessa: Are we still getting walky-talky for CUS?
  - a. Taylor: looking into renting.
  - b. Vanessa: either CUS rent it or you (Business Week) can rent it and CUS will reimburse you. Communication is important.
3. Juvan: make sure that your volunteers actually show up.
4. Vanessa: make sure you keep all the clubs in the loop.

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5. Vanessa: make sure to get name tags for alumni night.
6. Vadim: how do you decide who get what space?
  - a. If they need electricity, they are put near the patio.
  - b. Put conferences together, mentorship together, etc.
  - c. CUS clubs get priority.

## II. Strategic Consulting Initiative

### i. Presentation Brief:

1. SCI is under the West Coast Student Consulting Society. Bring undergraduate students and MBA Candidates to local businesses in Vancouver
2. Benefits to Students:
  - a. Real world Consulting experience
  - b. Mentorship from professional consultants
  - c. Job / internship opportunities from top-tier firms
3. Benefits to Sauder:
  - a. Sauder being recognized as a hiring source
  - b. Strong relationship with consulting firms
  - c. SCI Partners returning as mentors or recruiters
  - d. Great reputation in Vancouver Community
4. SCI Clients
5. SCI Alumni
6. Cost per students: \$100
7. Request Amount: \$1,500
  - a. Cost per students (\$100) = Student Fee (\$40) + External Funding (\$60)
  - b. Estimated 25 CUS students

### ii. Q&A

1. Vanessa: How much did CUS fund last year?
  - a. Around \$1,000 to \$1,500
2. Vanessa: What if you don't get the funding from CUS?
  - a. AMS has a Special Projects Fund. But that one is much harder for SCI to apply because we are mainly befitting CUS student.
3. Fred: You said you were under the West Coast Student Consulting Society. Are they going to fund you?
  - a. No, they are not.
4. Vadim: Have you ever thought of getting sponsorship?
  - a. We try to be neutral. If we get sponsor by one company, we have to do the challenges their way.
5. Vanessa: Have the number of your attendance been increasing?
  - a. Application numbers depend on how early we start marketing. There are small increases over the years.

## D. Executive Business and Discussion

### I. Business Week

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1. Vadim: Electricity: there are definitely more than 5 clubs that need electricity. Clubs haven't thought it.
2. Vanessa: here are some things that we and the Business Week need to get done:
  1. Email clubs and let them know about electricity issues
  2. Get the old Facebook removed
  3. Get music
  4. Get a Walky-talky
  5. Get a Megaphone
3. Vanessa: This Business Week is really focused towards first years.
4. Maddy: the booths are already planned out.
  1. Vanessa: we got popcorn last year for the CUS booth.
  2. Maddy: I will send out a Doodle for people to sign up to booth.
  3. Vanessa: Debbie's passion project is to start a Snapchat for CUS. People going to CUS events can get access to the Snapchat. We can start using it for Business Week.
  4. Vanessa: Angela need to start ordering hoodies for service council.

## II. SCI

1. Taylor: it is not a large amount of money. Their purpose is really good. Their events are successful in the past. We should fund them.
2. Fred: we are funding to fill the gap between the cost and the student fee.
3. Taylor: the fee they are charging for students does not cover the cost.
4. *Moved: Fred | Seconded: Vadim*  
*Be it resolved that CUS fund Strategic Consulting Initiative (SCI) \$1,500.*

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

## III. Spark Proposal Changes

1. Sponsorship from CUS: monetary and non-monetary, the non-monetary part is the support on the breakfast by serving pancakes.
2. However, the breakfast is actually the last brunch on Sunday morning, which is also when the closing ceremony is going to happen. The problem is that a lot of CUS Executives and Board Members are Spark leaders, and it does not make any sense that we leave our team and help serve pancakes during breakfast.
3. The other problem is that they are having AMS catering for the brunch. Therefore, the breakfast volunteer has to be AMS volunteers.
4. Now, instead of asking for non-monetary support, they are asking CUS to fund \$8,000 for the brunch happening on Sunday morning.
5. Vanessa: if we want presence in The Spark and they want non-monetary support, we always have CUS swags to give away to new students.
6. Fred: since we can't give non-monetary support, we should fund \$2,500 to be Headlining Sponsor like they proposed earlier.
7. Vanessa: there was miscommunication last year about The Spark closing the door on CUS on funding, but Shannon has cleared that up and ensure that that was not the case.
8. Maddy: Shannon is going back and forth with The Spark funding.
9. Vanessa: Si Jia has already put CUS as a Headlining Sponsor.
10. Taylor: what we want from The Spark is to get more exposure to first-year students. We also want CUS to keep having a good relationship with The Spark.
11. Vadim: If we don't fund the brunch, the school will fund it. This event will happen anyways.

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12. Maddy: if we don't fund, the most likely thing to be cut down will be the dessert bar on one of the nights.
13. Maddy: We are not competing with the faculty. By the end of the day, it is all about first year experience. If our funding can make their experience better, I think we should fund them.
14. Adrian: We should fund part of it, and not the whole \$8,000.
15. Taylor: if we give them \$2,500 this year, they are expecting the same next year.
16. Vadim: I don't think it is our place to fund them. Sauder is already getting students money and we get part of that money. It does not make any sense that they are asking us to fund them.
17. Taylor: if we fund The Spark \$2,500, what are we getting?
  1. Headlining sponsor:
    1. Verbal recognition at event and programming, as well as event participation or presentation opportunities
    2. Logoed merchandise
    3. Website feature on homepage banner
18. Taylor: we should probably fund them as CUS's official involvement; in addition to volunteering to be The Spark leaders.
19. Fred: this is our students too. We have lines between CUS and the faculty, but The Spark is not the place to do it.
20. Vanessa: it is the principle that CUS fund the faculty orientation.
21. Vadim: we have a deficit in this year's budget. If we don't have enough money for CUS, we should not spend our money on other things.
  1. Fred: having a deficit means there is money in the bank that is just sitting there. Right now we have \$200,000 in the bank. They are students' money; we should use it to give back to the students.
22. Vanessa: the consequence of not sponsor seems severe. Besides, funding them shows the spirit of supporting someone.
23. Tyler: since we are headlining sponsor anyways, I don't see why we can't fund them \$1,000 like gold sponsors and save some money for CUS.
24. *Moved: Fred | Seconded: Adrian*  
*Be it resolved that CUS fund The Spark as headlining sponsor for \$2,500.*

*In favour: Vanessa, Fred, Taylor, Adrian (Alex), Maddy*

*Opposed: Vadim, Tyler (Roop)*

*Abstentions: none*

*...the motion carries.*

## IV. AMS First Week Pancake Breakfast availability

1. For the pancake breakfasts each day there will be a different faculty leading the event. That day will be themed by each faculty's color.
2. Friday is our first choice. Wednesday is second choice.
3. Vanessa: we can tell business week to tell first years to check out AMS First Week and our Pancake Breakfast.
4. Vanessa will write down the materials needed and materials brining and show them to the executives, then send it to the AMS.

## E. Personal Updates

## F. Professional Updates

- I. President

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1. AMS Meeting: UBC President Arvind Gupta has resigned. Jennifer Berdahl, a Sauder professor wrote blog about why Gupta resigned with no actual prove. The chairman of the board of governors tried to silence her. She made another blog post that went viral. Dean's Office said she shouldn't write things like that.
  1. In the AMS Meeting, we spent 4 hours to come up with a statement that the AMS would issue. We were debating about whether or not AMS should support Martha Piper to resign, or should the AMS stay neutral. AMS felt like it was not strategic to be neutral. AMS decide not to call to resign, but to encourage investigation on this matter. AMS want to make sure that there is someone there for the leadership of UBC.
2. From now on, the Executive Meetings will happen weekly. I will send out Doodle to figure out how early our next Executive Meeting will be because Board Meeting is also on that day. That meeting won't be that long. The next board meeting will be a bit long. I will be debriefing to the board on what happened the whole summer and what passion projects we are pursuing this year. It will be a regroup & plan-for-next-year type of meeting.
- II. Vice-President, Academic Affairs
  1. JDC West has been losing members. They need 5 more people. They are thinking of bringing people from development team. Don't know if they are hiring.
  2. Going to Mental Health Network Retreat with AMS.
  3. AMS Touring: working through contract. Sponsoring \$1,250 for the first semester. Will have another meeting this week.
    1. Taylor: we will be signing the contract.
- III. Vice-President, Finance
  1. Finance bonding time.
  2. Vanessa: Have we given the cheque to Isaac?
    1. People need to pick up their cheque from the AMS Office.
- IV. Vice-President, Internal Affairs
  1. Business week: I've been sitting in meetings, helping out, giving advice and dropping resources.
  2. Issue with delivering business cards. It is resolved now.
    1. Maddy: didn't change the design.
    2. Fred: I'm still waiting for the design.
    3. Vanessa: it would be better if they get re-designed.
  3. Keys. I request keys to Sauder Administration Office, they then submit it for people to pick up at the bookstore. This process takes 30 days. If people don't pick up their keys, the request expire.
    1. Vanessa: if you gave Fred your email, please note that there is another round of keys coming. If anybody get emails, notify everyone so we can get our keys ASAP.
- V. Vice-President, Marketing and Communications
  1. Cavalier.
    1. Vanessa: They need to be here by business week.
    2. Vanessa: Be firmer on deadline.
    3. Fred: review the Cavalier logo.
    4. Vanessa: I like the new logo; it is more modern. But I'm concerned about the banner.
  2. Need to figure out when Garcia can take our picture. I will wait till everyone is back on their feet. Maybe the first week of school.
    1. Vanessa: the weekend before school start is good.
    2. Vanessa: set up a Doodle.
  3. Sending CUSunday today.

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4. Drive should get back to me soon.
- VI. Vice-President, External Affairs
  1. Met with all services except for Me Inc. and Imprint.
  2. CPA sponsor 7K. We are going to accept.
    1. CPA logo is going to be on our new website.
  3. Meeting with Riipen to finalize decisions.
  4. CR team projects. Acquiring monetary sponsorship.
- VII. Vice-President, Student Engagement
  1. All service councils are doing well expect for SOCO and Connected.
    1. Connected is having difficulty getting applicants for the mentorship program.
  2. HeWe is hiring again. They are on track.
  3. Slack:
    1. Adrian: we decided to start using Slack because sometimes emails get lost, and we have no way of tracking them.
    2. Vanessa: have Alex to send an official email for everyone. This is a trial week to see how we like it. In the next meeting, we can decide if we like it and if we want to recommend it to service councils.
    3. Adrian: Everything can be find and searched like in Google. We are using this for accountability reasons.
    4. Vanessa: can Slack be used in turnovers?
      1. Yes, they can share accounts.
- VIII. Administrative Director
  1. 2 exec meeting minutes need approval (June 28 & July 12)
  2. 3 board meeting minutes need approval (April 6, April 18 & June 28)
  3. Still working on the last exec meeting minutes (August 9)
  4. Council Retreat is currently set on Sep 26-27 at Loon Lake. We are trying to move it a week earlier to accommodate JDC West. We will leave on Saturday morning and come back Sunday night. We will do a lot of team bonding activities and some workshops.
  5. Ordering hoodies for service councils.
- IX. Ombudsperson
  1. UBC Ombudsperson wants to do presentation in Sauder unlimited.
    1. Fred: they can present on the monthly lunch and learn.
  2. Starting a blog.
    1. Buzz feed.
    2. Be cool.

## G. Approval of Minutes

## H. Next Meeting

## I. Adjournment

*Moved: Fred | Seconded: Taylor*

*There being no further business, be it resolved that the meeting be adjourned at 4:35pm.*

*In favour: all  
Opposed: none*

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*Abstentions: none  
...the motion carries.*