



commerce  
undergraduate  
society

## Executive Council Meeting

**Scheduled Time: 6:30 PM, October 3, 2017 | Location: Henry Angus 239C/CUS Board Room**

Open to the General Membership of the Society Unless Otherwise Deemed In-Camera

**Note:** presentations and/or proposed motions should be requested to be included on the agenda at least three (3) days in advance of a meeting by contacting the Administrative Director, Natalie Yu, at [n.yu@hotmail.ca](mailto:n.yu@hotmail.ca)— materials received past this point may be considered for the subsequent meeting's agenda at the Administrative Director's discretion.

### Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Daphne Tse	President (Chairperson)	X		
Sapnil Mohanty	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Stanley Yu	Vice-President, External Affairs			
Chantelle Fromager	Vice-President, Finance	X		
Phoebe Wong	Vice-President, Internal Affairs	X		
Evan Zhou	Vice-President, Marketing and Communications	X		
Chris Bolton	Vice-President, Student Engagement	X		
Maddie Zapach	Ombudsperson	X		
Natalie Yu	Administrative Director/ Recording Secretary	X		

Guests: Erwin Hsiung

**A. Call to Order**

*The meeting was called to order at 6:34PM.*

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

*Moved: Phoebe | Seconded: Chris*

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

*Motion to remove HR Partner presentation to the Executive Council*

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

**C. Presentations to the Executive Council**

**D. Personal Updates**

**E. Professional Updates**

I. President

1. Drafting response to letter
2. Looking for Endowment Fund Chair to replace Andrew
3. Meeting with BCC next week
4. All candidates forum tomorrow: we will be having our 2 first year reps by next week
5. Send in newsletter updates by tonight
6. Send in meeting efficiency ratings to Maddie

II. Vice-President, Academic Affairs

1. Meeting with Kalenne to discuss CMP
2. Asked to host next SparkChats
3. AMS tutoring still looking for more tutors
4. CMP finished hiring tutors, orientation and training occurring next week
5. CCC prepping for their 2 events: Telus case comp and case prep workshop
6. JDC West wanted credit card update, had retreat this weekend

III. Vice-President, Finance

1. 1on1 with Matthew to discuss next steps
2. Met with Daphne, will be implementing some of the stuff from the 1on1
3. Finance social this weekend
4. UBCFA VPF called about NIBC and PVCC situation: wants CUS to come to a conclusion on PVCC funding from past years. That year that funding was cut, PVCC was fine. Next year, they ran a deficit. The year after, someone looked into the books and they received a portion of the agreed upon funds because it was contingent on certain terms
  - a. Meeting minutes from those years were either missing or not uploaded
  - b. Daphne: Chantelle and I looked through all of the minutes for this information

- c. Chantelle: as a result, this event may not run because they are heavily dependent on CUS
- d. Phoebe: where would this money come out of?
- e. Chantelle: a prior fiscal year budget. It needs to be approved by AMS VPF to fund this. We don't have the ability to fund this but I need to let them know with the minutes. He told us that the money that we "owe" them is actually going to NIBC because PVCC took money from NIBC. They are coming with this now because they are experiencing financial hardship. In the board minutes, they approved \$30,000 of funding contingent that they gain CUS affiliation. They failed to do so, and were granted \$13,000 instead because they failed to fulfill the conditions.
- f. Phoebe: we already funded NIBC. We are just giving them more money because they messed up in the past
- g. Chantelle: I asked for clarification on how the accounts are split up
- h. Chris: they don't have the financial leadership to deal with this money
- i. Phoebe: we have already given them \$20,000. They can choose how to split it but we shouldn't give them anymore
- j. Chantelle: NIBC confirmed expenses in Toronto that they can't actually pay for. I offered to help UBCFA VPF with doing their budget
- k. Daphne: NIBC is not our conference or service
- l. Chantelle: When PVCC was being questioned, they mentioned that would not want to be a CUS affiliated conference. Therefore, the \$13,000 is the only amount that should have been given to them
- m. Chris: Board supersedes executive council.
- n. Chantelle: The board agreed to fund \$30,000 if they became a CUS service. They failed to do so.

#### IV. Vice-President, Internal Affairs

- 1. Booking policy for clubs passed: emailing affected clubs by the end of the week
- 2. We are only booking for CUS services and CUS-affiliated clubs
  - a. If a club loses affiliation, we will help them book the following year. If they do not re-affiliate by the end of the next school year, we will not continue booking them
  - b. We will book for non-CUS clubs until the end of December 2017 so they have time to adjust and figure it out
  - c. Maddie: some people were concerned about the wording of the policy. Katherine said for now, we should pass it and adjust it later
  - d. Chris: I wrote it with the intention of putting it into code
  - e. Maddie: I think the wording is good
  - f. Phoebe: I will pass it on to the next VPI
- 3. Will be emailing clubs about roundtable and term reports: gauge how they feel about the report because we cannot enforce something we just decided to do (it's not in policy). If they are on board, we will do it. If not, we will add it to Club's affiliation
- 4. Working on lounge upkeep: sinks are good to go
  - a. Water and pool equipment still needs to be fixed
- 5. Booking system still down
- 6. Clubs and conferences reaching out to get forms set up for events. For now, they will be using Google Forms and I will help them do payment
- 7. Sauder admin hasn't replied with a quote for cleaning

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

- 1. Met with IT: he suggested using Google Forms

- a. Phoebe: this is not a viable situation
  - b. Evan: it will work but it's not a long term situation
- 2. 1on1 with Michelle: sat in on one of the interviews
- 3. 1on1 with Iris
- 4. Grad Headshots starting Oct.15
- 5. Asked services to reach out about logo and marketing resources
  - a. Phoebe: can you call them out specifically
  - b. Evan: I'll send the list. There's 11 of them. I will cut them off from resources if they don't do it by Friday
- 6. Marketing team expansion: good reach
- 7. Meeting with Chasing sustainability, NSCC next week
- 8. Matthew and Fiza are doing weekly videos
  - a. Natalie: is Fiza capable of doing this every week and who is editing these?
  - b. Evan: Shobhit is
  - c. Phoebe: this is not fair
  - d. Sapnil: I agree
  - e. Evan: Matthew has his own team
  - f. Daphne: people have offered their services because they enjoy working with him
  - g. Sapnil: maybe you can ask the videographer to help with this?
  - h. Phoebe: as someone who makes videos, I know that this is a big time commitment
- 9. Evan: going to start planning CUS 5 days of giving soon

VI. Vice-President, External Affairs

- 1. NSCC pitching for SPF
- 2. EMP is doing mentee orientations
- 3. Emailed Albert about CUS blacklist: him and the managers will look at the list of sponsors and start compiling a list. I have already mentioned StudentWorks and BYC
- 4. Event for BUCS students: small specialization, exclusive event to strengthen the community
  - a. Chris: This came up last year. They should apply for SPF if they want money. BizTech already provides many events for BTM and BUCS students. It seems redundant. It may be difficult to get all the BUCS students together because they pursue different streams. I would suggest they go to BizTech to do an event or if they want to plan it themselves, apply for term 2 SPF
  - b. Stanley: I'll let them know that we can discuss further and pass on your thoughts
- 5. Follow up with Me Inc partners that wanted sponsorship. They wanted to sponsor it, I need to inform them

Motion to add "Imprint non-commerce student hiring" to discussion

Moved: Chris | Seconded: Chantelle

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

VII. Vice-President, Student Engagement

- 1. Services doing well: CCP launched their major event but they needed to use ShowPass
  - a. Phoebe: they also sent in a boothing request for tomorrow. I informed them they needed to give more time to allow for booking.

2. HeWe: HeWe eats and SparkChats, less events in October
3. POITS is hosting an event next Friday
4. Maggie is working on FYC, will begin hiring on Oct.15
5. Thinking about how we will onboard them, will include first year reps as well
6. Maggie and I are working on transitioning them better, perhaps organizing 1on1s with executives

VIII. Administrative Director

1. Board SPF meeting yesterday
  - a. Daphne: I think we should do a feedback form similar to budget committee
  - b. Maddie: I agree, in addition to a joint email about the conduct of a meeting
  - c. Daphne: Having a feedback form will allow us to document this for all of the people who aren't present in the room. It's important that we reflect on this so we can learn for next term
  - d. Maddie: there were a lot of issues with policy and setting up the live stream. We had made quorum and then they left, assigning Sapnil as proxy later. I took over for meeting minutes but this made it harder to keep track of policy. Another issue was that Katherine didn't have adequate background knowledge of the situation. A lot of the meeting was about clarifying the situation but she did have lots of past knowledge on the SPF. In addition, it was a late meeting and it was late notice. The board could have taken more accountability since these were big decisions. She weighed in more than she should have but the board didn't always jump in to add to the discussion
  - e. Sapnil: we passed a motion without realizing we didn't actually pass the motion. There was no clarity in motions being passed. This was the first time we had done it so people were adjusting. It would've been nice to have clarification for some of the points. In the past with presenting, they could answer direct questions. This hindered us in determining what to fund and our decision making process
  - f. Chris: this reiterates the importance of the SPF exploration committee instead of board members who aren't necessarily equipped to figure it out. If we had a better process where they did more prep beforehand, this could have worked. This underscores the level of trust between board and executives: although it's not necessarily their fault, they have a responsibilities to make decisions and they didn't. They admitted they couldn't and deferred the decision to us.
  - g. Evan: their reasoning was that they wanted to review all the applications at once
  - h. Maddie: this is something we're changing in policy
  - i. Evan: I agree with Chris, it's better to have a committee. They didn't quite know how to allocate the funding so it'd be nice to develop a matrix
  - j. Daphne: the homework to look at the three requests, we didn't realize they should have looked at all of them. The idea that executives weren't there and it went awry isn't true because Evan and Sapnil were there. Perhaps I should have been there because Katherine was new to chairing. Phoebe and Natalie were messaging in the Slack channel however not all of their thoughts were listened to. Once I entered the conversation, people listened to me without questioning. Our board has never had to do an SPF presentation ever and it's good to have people there to question. When we first talked about it, we discussed how time-consuming SPF were. Many

of these decisions shouldn't be for executives, it should go to board. Decisions should be based off of applications. In the past years, although we have an opportunity to ask them questions, sometimes we didn't ask the right questions. Chris, Lauren, and I discussed that a the CUS has a lot of money to handle and we may not be fully equipped to deal with this. That is why we have UGO helping us now. Although it's disheartening at first, we still need to work through it

- k. Chris: our organization is heavily dependent on Daphne: our organization functions better when she's there. I believe this model will work out but this was our first time trying it
  - l. Phoebe: why do board meetings only happen once a month? We say that we want them to deal with strategy, but they don't have enough context to do it sometimes. Maybe if they had meetings biweekly, more strategy could be figured out. There's never a time where they discuss ideas on how to help, a lot of the things they do is procedural. Many of the things we are doing we shouldn't have to because we're already so busy. If board wants to be more involved, it might not be something to implement this year but we should look into it
  - m. Saphil: it's possible to implement and I think it will be good. As board members, two meetings a month isn't a hard time commitment. Prior to 2015, the board members weren't involved. Board members were more of a mechanism to get things approved. It wasn't cohesive, board and executives were very separate.
  - n. Daphne: before they were just a step in the process, they didn't add any input
  - o. Maddie: it was challenging to balance everything
2. Sauder Summit SPF situation
- a. Daphne: Andrew took notes and didn't recall hearing that number. I remember hearing that. He said that nothing was promised. We might have verbally said it but it wasn't confirmed. There were no documents or MOU's. In the meeting he wanted to discuss the inconsistency in the funding. I reached out to Andrew to see if we committed this number but Andrew has no recollection of this amount.
  - b. Chantelle: AMS won't approve a transfer unless there's minutes existing
  - c. Evan: only board has the authority to approve that amount

#### IX. Ombudsperson

- 1. Met with student regarding sexual assault allegation: discussed culture of CUS, I told her we would be doing training
  - a. This individual reached out to UBC too
  - b. She said that she left the meeting feeling encouraged
- 2. Budgeting retro needs to be filled out by majority
- 3. Workshop for students in distress before board meeting: it could be in place for next meeting but it will likely be the one after. Fiza is also working on her PR training workshop

#### F. Executive Business and Discussion

- 1. Imprint hiring of a non-commerce student

Motion to approve the hiring of a non-commerce student for Imprint, Julia Zhu

Moved: Chris | Seconded: Phoebe

*In favour: all  
Opposed: none*

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

*Stanley exits the meeting and assigns Natalie as proxy. For the following items in Executive Discussion, a break in between the points indicates a pause in discussion.*

## 2. SEC Conference Application

1. Sapnil: it is a unique conference. They have done quite well in the past, this is good value added for the Sauder community
2. Evan: I agree with Sapnil
3. Maddie: some of their expenses were concerning such as speaker fees, delegate bags. There was discussion to reduce their proposal by the amount of unnecessary costs or use a percentage to determine how much we should fund. Ultimately, the board decided to pass the decision on to the executive council to make, but the funding must be less than \$10,000
4. Victor: they originally asked for \$20,000. This included unnecessary costs which made up of 62% of their budget. So we thought that the remainder would be the amount we fund them.
5. Chris: despite the speaker fees, this changemaker tool kit: you don't agree with the entire amount
6. Maddie: there was disagreement over this. Katherine felt that it could be sponsored with in-kind donations. Some of the group didn't think it was a big issue. We concluded that they should reduce the amount to \$10 per head, however, not everyone was in agreement.
7. Chantelle: what were they trying to put in the kit?
  - a. Sapnil: that's what we tried to figure out
  - b. Chantelle: that's a lot of stuff already. For \$18, what would be bought?
8. Daphne: in the past, we could be given some explanation but we should just work with what we have. We can fund an amount we are comfortable with. I don't think the percentage/ cost accounting method is worth doing.
9. Victor: I think we should cut speaker fees
10. Evan: should we be looking at it this way? At the end of the day, they will be allocating the money we give them
11. Chris: what does everyone think that this conference does for the community, what impact does it have?
12. Evan: I went 2 years ago, I've also heard good things about it. I don't know how much benefit is provided by a speaker that costs that much. If I had to say an amount, I would suggest \$6,000 (300 students X \$20)
13. Sapnil: looking at their budget, if they get funding from CUS, they will be having a surplus.
14. Chris: I think \$8,000 based on what we have allocated from SPF in the past. They've had a good track record in the past, they are the ones that you go to for social enterprise. They are a high impact organization. SEC has historically done well in what they do. The reason it's not more is because this is the most we've have the capacity to help them with.

## 3. Compounding for a Cure SPF Application

1. Sapnil: I was concerned about the application process and confused about it as well
2. Phoebe: my reasoning for not supporting is because the numbers are quite low for number of students participating, number of BCOMS involved, and number of BCOMS getting value
3. Daphne: from the application, it sounds like this would be a donation. SPF is not for donations

## 4. Suits U SPF Application

1. Chris: I think this is interesting, they are a registered an AMS club so there is accountability. We have never supported something like this so I think it will provide value to the community and it's something different.

2. Daphne: this is a special project, they aren't asking for too much money. This would be interesting to fund, I think this would need to have contingencies
  3. Phoebe: I'd support it because it is special projects funding for a reason. This is the type of project the fund is geared towards. If this expects 100 BCOM students, then I think it's worth it
  4. Sapnil: first impression was why would business students need it? But hearing Daphne's opinion, I agree because we come from a place of privilege. They aren't asking for much but it is a specials project.
  5. Evan: I see how this could be a specials project but the budget doesn't present a lot of information on how they've done in the past
  6. Maddie: I had a similar concern to Sapnil: how many BCOM students would actually be involved? This is a good initiative that helps BCOM students
  7. Chantelle: I'm trying to figure out how much they are discounting it - how many students will actually be interested in buying
  8. Daphne: the suits are by donation
  9. Chantelle: but the students still need to buy the suits
10. Chris: the budget they've attached isn't sufficient. They also didn't state where their revenue is coming from
  11. Sapnil: they allocated money for executive transportation (\$200). We do not cover this. The banner skeleton is \$300, should be able to get it for \$100.
  12. Chantelle: they want Facebook ads for \$200
  13. Daphne: they know that after this application, we will not be funding them again for 2 years. After subtracting all of the costs we do not cover, we are sitting at \$430.
  14. Phoebe: I'm comfortable with that

#### 5. CMP SPF Application

1. Chris: this application is clearly not meant for SPF. We made a decision regarding their budget in budget committee
2. Chantelle: to add onto Chris' point, Galen has been reaching out to shift and add to the budget. Clearly they didn't take into account budget committee's feedback. This money would go towards stuff that wasn't even being used in the past
3. Sapnil: we spoke with him that if they want to reallocate, they can talk to Chantelle. They shouldn't be adding money to the budget. They can shift around the expenses within the total budget given
4. Chantelle: they cut 1 course to bring back 2 courses
5. Daphne: Sapnil brought this up to me - how much control do we have over the decisions the services make? In the past, they would come to SPF if they didn't have enough money

*Victor Yap attends executive meeting at 8:31PM as a guest*

#### 6. BizTech Blueprint SPF Application

1. Chris, Victor, and Daphne will not be participating in the conversation as they have been affiliated with BizTech
2. Phoebe: this is a very successful conference previously, has heard great things. This really provides the students with good value. There's no other conference like it
3. Sapnil: this impacts a lot of business students

4. Phoebe: we are not comfortable giving them \$8,000 because we can't afford to give them that much
5. Sapnil: there is a possibility for them to increase ticket price
6. Phoebe: they've only listed ticket sales for revenue, have they not reached out to other sponsors? I also agree that we could raise the ticket prices for \$5. They were able to run the conference last year with \$4,500 and they are in a position where they could do it again this year
7. Sapnil: I agree with \$4,500
8. Evan: I would be good with \$4,500 or 5,000
9. Chantelle: I would also be comfortable with \$4,500
10. Natalie: I also support \$4,500
11. The CUS supports their initiative but we can't give them the full amount they've requested. Based off their Clubs Affiliation presentation, we know that they have money in the bank. Also, if they raise ticket prices they could make up the extra money. Last year they were also able to succeed with this amount when they requested the same amount

#### 7. HRMC SPF Application

1. Evan: based on their presentation to clubs review, I have great confidence in the leadership. This money will benefit a large number of students
2. Sapnil: I think it's interesting to have these types of workshops
3. Chantelle: basically everyone that's benefitting is a BCOM student

#### 8. NSCC SPF Application

1. Sapnil: they mentioned that ticket prices are quite expensive. Reducing this would be helpful. NSCC does provide good value for students for the ones who are impacted
2. Evan: I don't see why our services should be going through SPF
3. Chantelle: this is SPF, we need to set it so it follows it's true intention. Furthermore, we should be abiding by the decisions and feedback made during the budget committee meetings
4. Maddie: conference affiliation isn't set up yet
5. Stanley: I will speak to NSCC and tell them that this was poor planning in their budget

6. Chris: we should calculate it by how much we want to reduce ticket prices by
7. Chantelle: they want to decrease it to \$111.11.
8. Daphne: Would we want to change it to \$150? How much would this cost?
9. \$250 per head. We are reducing it by \$100. ( $\$100 \times 36 \text{ students} = \$3,600$ ). This will decrease the ticket price for Sauder students
10. Evan: how much were ticket prices last year?
11. Sapnil: last year it was \$760 per team of 4 = \$190
12. Evan: I think we can make it \$200.
13. Daphne: we are subsidizing their ticket fees and a reduction of \$50 per head would cost us a total of \$1,800

#### 9. 7dayringproject SPF Application

1. Evan: I don't see how 7dayring project connects well with CUS
2. Chris: I think it affects us because it relates to people who are within the CUS who are planning the initiative. We should support our students in their initiatives
3. Daphne: this is a special projects, we can support them. I do like their mission statement. As a BCOM student, I would like to see this happen
4. Phoebe: I think it's a nice initiative to support a peer with

5. Daphne: In their budget, they've listed accommodation and personal expenses. These need to be taken out.
6. Evan: their expenses are \$2,516 but their income is \$6,000. They are running a surplus.
7. The income is from ring sales, event ticket sales
8. Upon reflecting on their budget, as they are running a surplus, we are not going to be funding anything that has a surplus. Although this is a new initiative and is for a good cause, we have already stated that we will not be supporting organizations that are running a surplus. SPF helps cover costs.
9. Even their event individually is running a surplus
10. Natalie: we have already denied other initiatives on the basis that they are running a surplus. We need to be consistent in our reasoning for approving or denying funding.

Motion to move residual SPF into term 2

Moved: Chantelle | Seconded: Chris

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

*Motion to fund Compounding for a Cure for the amount they've requested (\$3,000)*

*Moved: Chris | Seconded: Chantelle*

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

*Motion to fund CMP for the amount they've requested (\$3,200)*

*Moved: Chantelle | Seconded: Chris*

*In favour: none  
Opposed: Phoebe, Chris, Chantelle, Evan, Natalie  
Abstentions: Sapnil  
..the motion fails*

*Motion to fund HRMC the full amount they've requested (\$450)*

*Moved: Phoebe | Seconded: Evan*

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

*Motion to add to all funding granted, contingencies of CUS logo usage as determined by CUS' VP Marketing guidelines*

*Moved: Evan | Seconded: Phoebe*

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

*Motion to fund SEC Conference for \$8,000*

*Moved: Chris | Seconded: Chantelle*

*In favour: all  
Opposed: none  
Abstentions: none*

...the motion carries.

Motion to fund BizTech \$4,500 based off  
Moved: Chantelle | Seconded: Evan

In favour: Chantelle, Phoebe, Natalie, Evan, Sapnil  
Opposed: none  
Abstentions: Chris  
...the motion carries.

Motion to fund Suits U \$430  
Moved: Phoebe | Seconded: Chris

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

Motion to fund NSCC \$1,800  
Moved: Chantelle | Seconded: Phoebe

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

Motion to fund 7dayring project \$1,000  
Moved: Chantelle | Seconded: Chris

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

The remaining \$2,320 of Term 1 SPF budget will be reallocated to Term 2 SPF budget.

**G. Approval of Minutes**

Moved: Chris | Seconded: Chantelle

That the minutes from the Sept.26 Executive Council meeting be approved for public distribution.

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

**H. Next Meeting**

**I. Adjournment**

Moved: Sapnil | Seconded: Evan

*There being no further business, be it resolved that the meeting be adjourned at 9:55PM.*

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