



commerce  
undergraduate  
society

## Commerce Undergraduate Society of the University of British Columbia, Vancouver

Board of Directors Meeting | 5:30 PM, Thursday, November 30, 2017 | Henry Angus Building, Room 343

*Open to the general membership of the Society unless otherwise deemed in-camera.*

**Note:** presentations and/or proposed motions from parties other than the members of the Board of Directors should be requested to be considered for inclusion on the agenda at least seven (7) days in advance of a meeting by contacting the Chair, Daphne Tse, at [daphne.tse@cus.ca](mailto:daphne.tse@cus.ca) – materials received past this point will be considered for the subsequent meeting's agenda at the Chair's discretion.

### A. Call to Order and Adoption of the Agenda

The meeting was called to order at 5:33PM

#### I. Attendance and Confirmation of Quorum

#### II. Amendments to and Approval of the Agenda

Motion to adjourn meeting at 11:00PM, in the event the meeting is still occurring at that time

Moved: Angela | Seconded: Daphne

Motion to add into Discussion "President's Advisory Board"

Moved: Daphne | Seconded: Jacob

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

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries

### B. Membership: Introductions, New Members, Declaration of Vacancies

### C. Chair's Remarks

### D. Presentations to the Board of Directors

- I. William Chen from reddit (5:40PM)
  1. Kinost: moderator from reddit UBC. Conducts research and focuses on engagement on our campus' community online
  2. /r/UBC: community-curated content, similar to discussion board with up or down votes. Controlled by reddit users, who can impact how our community is shaped
  3. UBC Confessions: Facebook page, best known amongst UBC students. Significant student engagement due to free form discussion, curated by admins who filter submissions which will promote discussion. This can sometimes lead to controversial topics.

1. Approximately 136,000 pageviews/ month but each page contains multiple posts. 606,000 unique visitors/ month vs /r/UBC who has 130,000 unique visitors/month
  2. Majority of /r/UBC users are students
  4. Different from Ubyssy which focuses on factual reporting, greater credibility
  5. High impact on AMS and other student elections at UBC: /r/UBC forms are a critical voting bloc
  6. Online Sauder presence: comparisons to snakes, first direct mention of this was on Jan.16, 2017 on UBC Confessions. This generated a huge surge of Sauder snake memes, prompting temporary intervention from moderators and administrators
  7. Takeaways: both platforms have significant influence on students and are free forums for the proliferation of UBC culture.
  8. Daphne: for us being more involved, what are other faculty's feedback?
  9. William: we've had positive feedback from LFSUS and AUS. The AUS is turning this over to their communications committee.
  10. Sapnil: /r/UBC is an open platform where people can post anything. As a moderator, have you taken anything down due to the severity of the allegation?
    1. William: We do remove certain things because we have content standards. We remove anything with personal information, names, or anything that may incite harassment. Reddit is extremely proactive about this. Regarding memes, we remove low quality ones or when they become repetitive. The fact that there are not a lot of Sauder snake memes is due to the fact that the people submitting content are simply not submitting them.
  11. Victor: how does moderating go for both platforms? I can see the comments getting out of hand and could incite negative consequences.
    1. William: It's a case by case basis. Our standards are quite high in comparison to other schools. We actively screen the submissions and step in when needed. If the comment section is getting out of hand, we can lock it so comments cannot be submitted.
  12. Maddie: you mentioned there are ways to use those platforms to utilize feedback for the CUS. How could this happen?
    1. William: We don't get a lot about the CUS but we could send it over. In the long term, people will have a better impression of the CUS if they are more active on those platforms.
  13. Simran: what undergraduate societies have an active presence?
    1. William: No we're still waiting on each undergrad communication committees. We want to see more clubs advertising on it
  14. Angela: how do you ensure people are posting organic things if they feel that there's too strong of a presence of the CUS?
    1. William: avoid getting defensive - most people have positive views of undergraduate societies. Many users are committed to their own views. The reality is that we're open to this sort of communication and CUS isn't going to dominate the conversation. The CUS doesn't need to comment on posts necessarily but their presence will help in the long run.
    2. For example, if there are concerns about grading scales, it would be nice to have VPA comment on them
  15. Evan: you talked about concerns Sauder students have - how often do you see these?
    1. William: if you establish an official presence, you'll get more feedback. I see it occasionally right now. I don't see negative posts about the CUS often. The Sauder community tends to have more. I've seen things on interviewing or how classes are structured.
  16. Evan: if you had to estimate, how many Sauder students are on reddit/ month
    1. I'd say 400-600 per month
- II. PVCC 2015 Funding Appeal (6:10PM)
1. Jordan: I want to start a discussion because you were not the present team at the time. I also tracked down Jordan Hearne and he provided more context. I was a co-founder for PVCC, was a CUS board member too. I also chaired it for 3 years and is now working in Finance.
  2. Daphne: Some of the execs are here and they can help you out on why they rejected the first proposal. The board can make a decision later tonight if they want to appeal the executive's earlier decision

3. Maddie: in December of 2014, the Board agreed to contribute \$134/ CUS student for 78 students however this was contingent on a set of terms that would be agreed upon at the next executive meeting. We have no evidence that these contingencies were set. We are concerned that the CUS has already funded NIBC \$20,000 as part of the funding discrepancy. We are also unsure due to the statute of limitations of this appeal. We also feel that the money that is being asked for is no longer being used for it's original purpose because it'll be going towards NIBC.
4. Jordan: I didn't know about the NIBC arrangement. The terms were communicated to Jordan Hearne. The terms included having CUS as top sponsor, displaying logo on trophies. We didn't end up needing the funding because we sold out our event. Jordan Hearne confirmed that he made a mistake. Even though it happened a long time ago, it still creates a deficit in our account and NIBC has been harassing PVCC for these funds. We carried through with our promises, I don't understand why we wouldn't get the funding. We've already spent it.
5. Angela: After looking at the Oct.31 email, however, it says that funding was originally taken out of NIBC. This funding we are giving PVCC would be given to NIBC to pay off PVCC debts.
6. Jordan: I know that you have already paid NIBC but they don't see it that way. PVCC and NIBC are separate entities so we still owe them that money because we took it out of their account. How much do you fund them?
7. Their original ask was \$30,000 but CUS provided them with \$20,000.
8. Angela: the \$9,780 we're giving you would be given to pay back NIBC, correct?
  - a. Jordan: Yes, so CUS is basically repaying PVCC's debts to NIBC. As a result, your original funding of \$20,000 means that you gave them \$10,000 for their conference. The other half covered the debt.
9. AJ: it's been 3 years, why are you requesting it now?
  - a. Jordan: NIBC decided to move to Toronto. There are bigger expenses being made. UBCFA has always been a club and then NIBC and PVCC were smaller conferences. Only the treasurer of Finance Club could contact the banks. NIBC always had fixed terms and now they're being brought up now. We are only now just realizing it's CUS money that we are missing. Moving forward, we now know that they should have separate accounts
10. AJ: so the discussion we're having now is because NIBC is getting on PVCC to pay them back
  - a. Jordan: if you guys think \$10,000 is sufficient for funding their conference, then our debt is paid. You will have to communicate this decision carefully to NIBC. We, PVCC, simply want to refund them of our debts.
11. Jacob: we came into this as a sponsor. We are not responsible to liaise this money. Is it possible for you to discuss this with NIBC?
  - a. Jordan: this is regarding the old budget, not a new transaction. At the end of the day, it's best for you to deal with this. We owe NIBC 10 grand but this money was supposed to be from CUS. It's better for you to negotiate. To the best of Jordan Hearne's knowledge, these funds should have been transferred. It's disappointing that we didn't get funding because we had such a successful year.
12. Simran: when we provided money through sponsorship, we are not responsible for how this money is spent. That is on the other party to deal with how it's spent.
  - a. Jordan: Your responsibility is to commit to this agreement. This is an arrangement we both planned to execute.
13. Michael: the discrepancy comes because PVCC didn't receive the money CUS promised. The issue is that the money was never given to begin with
14. Jordan: this isn't the fault of the current team, it's Jordan Hearne's. He admitted to it.
15. Maddie: in NIBC's presentation, they mentioned the financial discrepancy. However, they stated that it shouldn't have been used to repay PVCC. With the original conference, you mentioned not needing the money at that time because you sold out?
  - a. Jordan: No, we used the money from the joint account. I meant that they break even each year. We spent all of our money. Having a surplus doesn't make the next year better but it means that the next year should build the budget from scratch. We spend all the money in prize money or mentorship. There is no additional money. If we weren't promised that money, we wouldn't have increased the size of our competition.
16. Victor: the funds you are requesting are from 3 years ago. Although we are not the same board, it is hard to justify re-paying something from so far back. The surplus we have had to spend has decreased significantly since 2014. The reason why you're coming back now is to solve a funding allocation mix-up with NIBC. You're looking to settle a funding allocation with NIBC.

- a. Jordan: If we don't get this funding, NIBC will change. I will be disappointed if this funding isn't given because then the conference can't run next year. I want to fix this and bring the conference back.
  - b. Victor: the conference can't run without this amount?
  - c. Jordan: there's absolutely no way it can run without this amount.
17. Jordan: even though it happened a long time ago, it is a CUS commitment. It is not from this year but it's on the organization. You could bring it on NIBC or PVCC too and say that it's a fault on their organization for not bringing it up earlier. It's an arrangement. It's not PVCC's fault. I would be surprised if it's not funded. I would be disappointed in Sauder if it's not funded.
18. Vincent: Jordan ran the conference in 2014 so he has the most information. This is a situation that neither of us want. This debt occurred because we thought we had these funds. The problem was an accounting issue. FA allocated it to NIBC when it should have gone to PVCC. CUS has authority and if you go back on your word, it looks bad. Conferences are heavily subsidized by CUS. We are taking steps to try to decrease our dependency on CUS. You don't have to pay it all during this year. You could pay a portion this year and save the rest for another year. We need to find a way to improve this. We can't let this happen again.
19. Maddie: if we were to uphold the decision by executives, you could still appeal to AMS.
20. Victor: when we funded NIBC, we can confirm that it was used to bail them out. They mentioned that PVCC took money from NIBC and that's why we had to bail them out.
- a. Michael: when we provided \$20,000 to NIBC, their justification was that PVCC took money from their account. We were bailing them out.
  - b. Jordan: we never heard about this arrangement. NIBC never talked to PVCC about this.
  - c. Victor: when they say PVCC took money from NIBC, what is your comment on that?
  - d. Jordan: after looking at old budgets, we noticed that money was missing. Finance Club didn't process it properly.
  - e. Victor: why didn't you take any corrective measures in the year it happened?
  - f. Jordan: we didn't know. NIBC always had a surplus and so did FA. PVCC breaks even every single year. After going through all the reports, we realized. We've been trying to get this sorted since August. We brought it up to your VPF in August, since then it's been dragged on.
  - g. Victor: when we funded NIBC \$20,000, we wanted to address this debt. We thought we already resolved it
  - h. Jordan: if you think NIBC only deserves \$10,000, the remaining can be used to pay back PVCC. All we want is to repay the money that wasn't ours.

#### **E. AMS Representatives' Report**

- 1. 2 council meetings this month: McKines parkade behind the Nest. We've been discussing the logistics about entering and leaving the parkade, I believe it's not safe.
- 2. Updated exec reports for AMS VPs
- 3. Had VPF report at last board meeting: AMS is doing well on spending, hit a lot of their targets.

#### **F. Commerce Student Senator's Report**

- 1. Missed last Senate meeting

#### **G. Ombudsperson's Report**

Motion to re-adourn at 7:20PM

#### **H. Executive Reports**

##### **I. President**

- 1. Completed 1-on-1s with Caryssa, Sanjay, Brandon
- 2. Did performance evaluations for execs and some board members: for those who have yet completed them, they will be pushed back
- 3. Dean's Student Advisory Council meeting: went with Maddie and Jacob
- 4. Met with BCC: program is doing well for 202, Linda said more people are using coaching
- 5. Coffee Chats for Community Pulse
- 6. Met with Jacob and Pam regarding endowment fund

7. Orientations Steering committee: strategic vision for Spark and Imagine Day. Instead of domestic and international students, they will be targeting off-campus and on-campus students
8. President's Council meeting coming up
9. Sapnil: what's happening with orientations committee?
  - a. I'm the only person with a seat from CUS. If this is something you want to know more about, I'll let you know. Some changes include collegia houses for cohorts.

**II. Vice-President, Academic Affairs**

1. All services wrapping up except for CMP who has final review sessions
2. Finished performance evaluations
3. BCom Governance Meeting: caucus on Dec.8, Sauder is introducing a new minor in Law and renumbering courses
4. Met with AMS University Affairs: textbook broke campaign, informational listening tour. Interviewing professors to explain their textbook usage. Interviews happening in term 2.
5. AMS tutoring wrapped today

**III. Vice-President, External Affairs**

1. More in-kind sponsors than last year, CPABC going well this year. Working hard on database, still creating sponsor blacklist.
2. Stanley will be busy in December due to JDC West.

**IV. Vice-President, Finance**

1. Not in attendance.

**V. Vice-President, Internal Affairs**

1. Finished performance evaluations.
2. Liam and Kelvin are integrating the new system for room bookings
3. Lauren King is doing room bookings
4. New pool sticks have been purchased
5. End of terms roundtable happening on Dec.20
6. Implementing weekly or bi-weekly cleaning of CUS lounge. Requires approval from endowment fund committee
7. Meeting with Lauren, Kelvin for facility requests

**VI. Vice-President, Marketing and Communications**

1. Finished performance evaluations
2. Finished Winter Wonderland: total engagement of over 1,000 people. Total snapchat views so far, not including today, is 11,500

**VII. Vice-President, Student Engagement**

1. Meeting with new strategic vision of UBC Rec on behalf of Sauder Sports
2. Community Pulse: building report soon before AGM (Jan.10)
3. HeWe finished Winter Wonderland, CCP is doing volunteering, FYC and Grad Night hired team

**I. Committee Reports**

**I. Endowment Fund Committee**

1. Met with Pam and DAE: we get 4% of the initial endowment which is approximately \$12,000. Will be used for weekly or bi-weekly cleanings. Issues brought up include is this how we want the fund to be used?
2. We can also re-invest and grow it for the next year
3. Phoebe: I'm hoping it'll happen just this year. Next year, I'm hoping there will be a line item for this.
4. Daphne: after speaking with Pam, we can go into this fund for repeat items. There are no deadlines for submitting requests but it's best to do it all at once. We have not touched this money since 2014.

5. Chris: Is it up to the sole discretion of endowment fund committee and board votes on it?
  - a. Committee decides and then we send it to Pam. She will then approve or reject it.
  - b. Daphne: we don't have any processes in place because nobody has touched this fund before. We could say that board has to ratify decision first

II. IT Steering Committee

1. Discussed with Liam to see how to make lives easier
2. Proposals: hackathon. Here they can discuss problems in CUS, IT is just being run by Bob and Liam right now. It would be helpful to have more people on the development side of this. We could have a tracker for which point of the reimbursement process it is in.
3. Liam would like to talk to the execs to identify issues and get feedback from students. They also want to partner with BUCS students.
4. Meeting focused on strategy and future plans for IT. With only 4 months left, not everything will be addressed.

III. Policy Committee

1. Some changes for discussion later today
2. Met with AMS to talk about more radical changes, such as combining documents: AMS doesn't care what our Constitution looks like.
3. Finished making procedural changes, trying to get bigger changes by Elections

IV. SPF Exploration Committee

1. Topics discussed - judging applications better.
2. Have rules set out to break out standards and maximize efficiency.
3. Left over money will be reallocated in term 2.
4. Board will make the final decision for any amount of money (changing it from the current model of having funding under 10K going to executives).

V. Conference Affiliation Committee

1. Haven't met - will liaise with Natalie

VI. Clubs Review

1. No updates

VII. Building users

1. Setting meeting with CUS building users in January

VIII. Budget Committee

1. No updates

IX. Awards Committee

1. Evaluating events: Kristi reached out to find additional evaluators
2. eProjects has concerns with their evaluators: some of them were being unprofessional and could have judged unfairly. Those evaluators have been dealt with and that score was discarded.

X. Academic Committee

1. No updates

**J. Amendments to and Approval of Minutes**

**I. Minutes**

Moved: Jacob

Seconded: Caryssa

*Be it resolved that the Board of Directors approve its minutes dated Oct.14*

In favour: all  
 Opposed: none  
 Abstentions: none

... the motion carries

**K. Business Arising from the Service Council**

**L. Business Arising from the Executive Council**

**M. Business Arising from the Committees of the Board of Directors**

**N. Other Business**

**O. Discussion**

**I. PVCC Decision**

1. Daphne: for myself and the executives, I believe it is best for us to refrain from leading this discussion because they are appealing our decision after all.
2. AJ: the reason we had emergency funding for NIBC was because PVCC didn't pay them. We have given more to NIBC than PVCC is asking for to make up this amount. I don't know why NIBC is coming to PVCC for this money. We already bailed them out for what happened in the past. PVCC did not get this money in the past but we don't need to correct a mistake that we've already corrected. We need to communicate to NIBC that there's no reason for them to ask PVCC for more
3. Michael: are you suggesting that we tell NIBC that \$9,780 is to be paid out to PVCC and the rest can go to the NIBC conference?
  1. AJ: Yes. If you need \$30,000 for emergency, that indicates that you have poor management. If we are bailing you out, we have made up for more than this error
4. Victor: I agree with AJ that we've paid them back this amount. Due to the time and relevance, it is too far gone to consider that amount in our current situation
5. Caryssa: I agree with AJ and Victor. Hearing Jordan talk, there was a lack of communication between NIBC and PVCC. Perhaps he's getting heat from NIBC although we've already paid it back. We should communicate that the \$20,000 was a solution to the earlier problem
6. Michael: when we approved the \$20,000 earlier, were we aware that this was the specific cause?
  1. Daphne: we knew that there were complications with the joint account but you need to look at the past meeting minutes.
7. Sarnil: what AJ said makes sense but NIBC already happened this weekend. They probably spent the money on the conference already. If we go back to NIBC and say that we need a portion of that to repay PVCC, they can say that they've already spent it on conference matters
  1. AJ: are we then setting a precedent for allowing people to spend money that they don't have? Are we allowing services and clubs commit money they don't have? If we go back and say \$9,780 was for PVCC, it should be okay. If they are now going after PVCC to get this additional money, that probably means they spent \$30,000 and require that additional for bail out
8. Jacob: we could tell PVCC to relay this message to NIBC or tell NIBC directly. Even if we told them \$9,780 of the \$20k is for PVCC, there will still be a deficit in their account. I think we need to check with NIBC
  1. Daphne: Maddie and Angela looked at the minutes. Our motion to fund was to help them recover lost expenses and there are a set of contingencies. We didn't know the exact money that was "owed" at the time but we funded them with the assumption that it would be used to repay. Maybe there is a need to reclarify our position
9. Angela: though CUS should be responsible, Jordan said that this money will be going directly to NIBC instead of the 78 students it was originally intended for. I don't think this money should be given and could be better used in other areas
10. Sarnil: when we set contingencies, who ensures that these contingencies are met? Also, when was this money given?
  1. Chris: this highlights a gap we have in our current sponsorship policies. There are policies for liability in contracts over a year. Especially for an outside organization, we should have a contract with the AMS so that it is binding. I'm hoping SPF committee can look into this
11. Sarnil: I don't know if this money has been given out yet
  1. Daphne: when it was, Andrew was VPF. I will check with them to see if they've given this funding

12. Sapnil: one of our contingencies was to have a separate bank account but if they're unable to use the AMS, maybe this isn't feasible
13. Michael: even though we're a different generation of Board, the CUS as an organization made a mistake. NIBC came to us to make up this lack of funds. We gave them \$20,000 to cover the unforeseen expenses which includes the \$9,780 for PVCC. We need to articulate to NIBC and PVCC that we've given the money that this money was for unforeseen circumstances, although it wasn't explicitly said. When we communicate this, we need to take ownership for what the CUS did. We've already solved the problem
14. Phoebe: to comment on what Michael said, the executive council of 2015 never set these contingencies for PVCC, which was what the Board passed the motion based off of. Board and PVCC never reminded them. This is according to the published minutes we have access to.
  1. Nat: also, this is to the record of the published minutes. We cannot be 100% sure if there were any meetings in between.
15. AJ: I agree that the CUS made a mistake when they didn't fund the promised amount. There may or may not be contingencies that have been met. Jordan admitted that this was an accounting issue. If PVCC was getting sponsorship, they should've tracked this. They should've have assumed UBCFA knew. I wouldn't say the CUS is 100% at fault. I won't deny it but I think there is a broader issue. This should've been looked at 3 years ago. At the end of the day, they need to balance their books. I don't know which exec or portfolio is in charge of that but the fact that we're dealing with this 3 years later is unreasonable. An error made on our part is that when we granted them the \$20,000, they didn't realize a part of that was to repay PVCC. We need to say that part of it was repayment and the rest was SPF
16. Sapnil: I'm afraid that if we go back to NIBC without approving anything for PVCC, NIBC can tell us we have no control on what they do. They may still continue harassing them but we can't control it. I'm just concerned about those things. The entire thing ties back to NIBC
17. AJ: if NIBC spent the money because they thought they had it, they could take it out of next year's budget
18. Michael: our current decision is whether or not to uphold the executive's decision
19. Jacob: to deal with the issue of harassment, we need to communicate that they can't demand anything else. Communication is the best solution at this point
  1. Michael: If we clearly communicate to NIBC that part of that funding was to repay PVCC, they can no longer harass PVCC. They should come to us. Anytime CUS sponsors a club or organization, we have a responsibility to make sure they are using our funds responsibly
  2. Chris: Point of clarification, PVCC is NOT our service, conference - it is not even an AMS affiliated organization, and is completely off campus.

Motion to uphold the Executive Council's decision to not fund PVCC \$9,780

Moved: Angela | Seconded: Victor

In favour: Caryssa, Sanjay, Erwin, Angela, Victor, Jacob, Sapnil, Simran, AJ

Opposed: none

Abstentions: Daphne

... *the motion carries*

20. Maddie: we need to explain to NIBC the funding was to cover them, in lieu of the funding they didn't get from PVCC
21. Michael: from my understanding, NIBC knew that the amount was \$9,780
22. AJ: we need to state that \$10,000 was for emergency (the PVCC debt) and \$10,000 was for the conference
23. Maddie: we stated that this money was to help recover any lost expenses. This includes the amount they owe PVCC.
24. Caryssa: did we know at the time that this money had been promised to PVCC?
25. Daphne: Chantelle informed us that we have already given them a journal voucher for \$20,000
26. Maddie: as they are both external organizations, we have no control over how they spend the money
27. Michael: if we stated that it was to cover lost expenses, PVCC owes NIBC nothing.
28. Maddie: I don't think we can assert that they need to forget about PVCC's debt
29. Michael: But we gave them money. The debt is gone

30. Maddie: the motion did not explicitly state it.

31. AJ: I get the point you're trying to make but it clearly states in the motion that it was supposed to be used to cover lost expenses. We didn't communicate the exact reason why we were giving them money. In our minds, we were resolving the issue for them. On their end, they thought that the \$20,000 was only for the conference.

32. Maddie: yes, but at the time we didn't know that

33. AJ: yes, but we knew that we were covering for PVCC. We didn't know the exact amount but we knew that we were covering their mistake. We didn't know that the CUS were the ones who caused it but we've resolved it regardless

34. Maddie: since we didn't know that at the time, we can't officially tell them they can't harass PVCC

35. AJ: if we didn't know what the actual amount was at the time, it's safe to assume that we can now allocate the \$9,780 to repay PVCC.

## II. Appointment of Vice President Finance

1. Daphne: as you all know, Chantelle resigned due to personal reasons. She stepped into the role because she knew that nobody else would be as capable to do it as her. I had a discussion with her AVPF, Matthew Yong, and he has agreed to take on the role. He is looking to hire 2 AVPF's to make the job more sustainable in the future.

Motion to approve Matthew Yong as Vice-President Finance

Moved: Victors | Seconded: Erwin

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries

## III. Board Member Onboarding (Sanjay)

1. Sanjay: I felt that we had no proper onboarding. Unlike other members of the CUS, we didn't get to experience the retreat and get transitioned from the previous year. Since board members have the power to impact the student body, we need to have full knowledge. I also think we need to be included. I think that we should mandate that first-year reps have onboarding before the first board meeting. This could be done through Coffee Chats. We also didn't make an accountability report yet. I think by the end of February we should have a performance evaluation. I also think that first year reps should be onboarded by HR Specialists. The CUS FYR's were not included in the first onboarding. I think this will allow us to feel more included in the CUS.
2. Chris: One option is that you could let Sanjay meet with HR. Second option is to get HR to create an accountability report or FYR training package.
3. Michael: what do you feel most comfortable with? Do you want to work with HR or do you want board to take this as an overarching strategy decision?
4. Caryssa: I agree that we were thrown into the first board meeting. During the first half of the meeting, we discussed some things that I didn't know about. Also, we didn't know about board meeting procedures
5. Chris: just to clarify, all board members don't have onboarding, It's not just FYR
6. Sanjay: before I ran, I saw the video made for the CUS board and execs. I think there are some things that could be done better. In the first meeting, we were asked to join committees. We both opted for Awards Night committee and after I got inducted, I had no communication of what the role was like from the chairpersons. Every event up to March had filled up with evaluators. Who was responsible for telling us what our role was?
7. Daphne: Sanjay made a good point about the committees. Not just for first years but a lot of board members also feel this way because there is a lot of ambiguity. By creating a job description, we will better prepare people but they should know that this role requires a lot of autonomy. I would like to enlist the help of HR to help create an intro meeting for all committee members so they know how the meeting will be run. Then everyone will be ready to go. We are also requiring that all committee chair positions be filled by board members
  1. Angela: Chairs also need to know how to use WordPress - publish and inform the public on when committees will happen, rather than confusion
8. Phoebe: on behalf of Awards committee, they've been dealing with a lot of unexpected circumstances. Regarding the already filled positions, as their VP, I required that they fill these in

advance so they are more organized. This change was made based off of feedback from last year. Personally, if you were proactive and reached out to them, they would assist you in your request.

9. AJ: this is a great idea but it requires a lot of coordination. If we had a fully flushed out plan this would work better. We need the assistance of HR. There is a learning curve to being a board member and I agree that you're at a disadvantage by joining later. If you can come up with a proposal, that could be voted on next meeting
10. Sapnil: I understand that there's a lot of ambiguity in the role of a board member. If you're unsure, just stop and ask. If you're unsure about committees, just ask the chair. I suggest that you be proactive members. Understand that everyone is a student at the end of the day but we would always be willing to help you! I didn't actually receive a lot of formal training but a lot of it is learning on the job. I would encourage for the future that you just reach out.
11. Phoebe: I agree, it's a lot of learning on the job. I had no clue had Robert's Rules worked. For the first exec meeting, I had no idea how it worked but I asked questions. Daphne or Michael probably knows the most about Robert's Rules
12. Maddie: although we didn't get a lot of training, these first year reps are new to Sauder, new to the team, and new to the CUS. It's good that you both are being so proactive

#### IV. Budget Line Item for unforeseen circumstances requiring money (Angela)

1. How should CUS deal with unforeseen circumstances? For context, Awards Night had their goodie bags cut but then they appealed. The execs decided to pool their leftover money from their portfolios to cover this. Before, this money would've come from SPF but this goes against the true purpose of SPF. If there is a clear expense line for emergencies, will this cause people to budget poorly? Any transfers of money should also be up to board and not execs to decide. Finally: I believe all transfers of money should be very transparent and up to the board level
2. Jacob: after meeting with Daphne and endowment fund, we discussed a cushion fund
3. Chris: we do have a contingency fund of \$40,000. We should develop guidelines to determine appropriate cases for this money. We should get budget committee or board to reconcile our budget at the end of term
4. Phoebe: there is a difference between emergency, such as awards night miscommunication, and an actual emergency. I don't think we should constantly be dipping into the endowment fund
5. Daphne: I agree with the above points and it's good to have an emergency fund but it shouldn't act as the old SPF. I think board should work on this.
6. Michael: we could have an expense line where we put a minimal amount, such as \$10,000. If there is an event that can't be defined, they can dip out of here. The endowment fund should be for large-scale emergencies
7. Caryssa: I agree with Phoebe in defining what an emergency is. If the board were to decide, would an impromptu meeting be called?
  1. Michael: we're looking to implement 2 board meetings per month so it would happen at the next scheduled meeting
  2. Chris: when we use contingency plans, this should be Board matter. It could a part of the SPF exploration and Conference Affiliation
8. Angela: I think if we make a line item for this, it should have a specific law that clearly states what its used for. And each change should be logged and publicized.
9. Michael: develop a plan and we can vote on it next meeting

Motion to have the following discussion item in-camera

Moved: Sapnil | Seconded: Daphne

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

#### V. Marketing Portfolio Matters

Motion to stay in-camera

Moved: Sanjay | Seconded: Jacob

In favour: none  
Opposed: all  
Abstentions: none

... the motion fails.

**VI. Policy Changes**

1. Chris: Policy Committee has set out many changes. Earlier changes were typos and grammatical. Today I would like to get through material changes. Please refer to the change log.

Be it resolved that Section 1 of the Code of Procedure be amended as presented  
Moved: AJ | Seconded: Caryssa

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

Be it resolved that Section 4 of the Code of Procedure be amended as presented  
Moved: Sanjay | Seconded: Erwin

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

Be it resolved that Section 5 of the Code of Procedure be amended as presented  
Moved: Victor | Seconded: Erwin

... the motion carries.

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

Be it resolved that Section 7 of the Code of Procedure be amended as presented  
Moved: Jacob | Seconded: Erwin

In favour: all  
Opposed: none  
Abstentions: none

... the motion carries.

**P. Next Meeting**

The next regularly scheduled meeting of the Board of Directors shall be: TBD

**Q. Adjournment**

Moved: Erwin  
Seconded: AJ

*There being no further business, be it resolved that the meeting be adjourned at 10:08PM.*

In favour: all  
 Opposed: none  
 Abstentions: none

... the motion carries.

**CUS Attendance**

Name	Position	Present ("X")	Late (Time)	Proxy (Name)
<b>Board of Directors</b>				
Daphne Tse	President	X		
Michael Pratt	Commerce Student Senator	X		
Simran Cheema	Alma Mater Society Representative	X		
Julien Hart	Alma Mater Society Representative			
AJ Jha	Fourth Year Representative	X		
Matt Chiu	Fourth Year Representative			Sapnil Mohanty
Jacob Kim	Third Year Representative	X		
Victor Yap	Third Year Representative	X		
Erwin Hsiung	Second Year Representative	X		
Angela Dai	Second Year Representative	X		
Caryssa Kim	First Year Representative	X		
Sanjay Khemani	First Year Representative	X		
Maddison Zapach	Ombudsperson	X		
<b>Executive Council</b>				
Sapnil Mohanty	Vice-President, Academic Affairs	X		—
Stanley Yu	Vice-President, External Affairs			—
Chantelle Fromager	Vice-President, Finance			—
Phoebe Wong	Vice-President, Internal Affairs	X		—

Chris Bolton	Vice-President, Student Engagement	X		—
Evan Zhou	Vice-President, Marketing and Communications	X		—
<b>Other</b>				
Natalie Yu	Administrative Director	X		—

**Guests (optional)**

Name	Affiliation	Present ("X")	Late ("X")	Notes
<b>Invited</b>				
William Chen	Moderator for reddit UBC			
Matthew Yong	Associate Vice-President Finance			
<b>Other</b>				