



commerce
undergraduate
society

Commerce Undergraduate Society of the University of British Columbia, Vancouver

Board of Directors Meeting | 2:00 PM, Sunday, January 28th 2018 | Henry Angus Building, Room 335

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 – 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 2:10PM

I. Attendance and Confirmation of Quorum

II. Amendments to and Approval of the Agenda

Moved: Angela | Seconded: Daphne

Motion to suspend sections E - N as we have already had a board meeting this month covering those topics.

In favour: all
Opposed: none
Abstentions: none

... the motion carries

Be it resolved that the agenda be adopted as presented.

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

C. Chair's Remarks

D. Presentations to the Board of Directors

I. BizzComm SpeakOut - Jin Zhao (2:15PM)

- a. Daphne: in your budget you wrote that you have sponsorship for \$5000 - has this been secured?
- b. Lighthouse labs is doing 1 of the 2 workshops, they are giving \$300. CR is working hard to secure monetary sponsorships. This year is more difficult because we haven't had as many ticket sales. Most of the funds have gone to past events. Right now, we have \$100-200 in our bank.
- c. Evan: it says the event is \$3000, why are you requesting \$5000?
 - i. We want to leave some funds for the future year in retained earnings. These funds will be used for promotion to help the next year's group.
- d. Daphne: how many people have bought tickets - if we give you money for advertising, how many more people will you get?

- i. We have changed the layout this year to add more to the event. We want to promote this as a learning event and how this can help communication skills. Promotion tactics will be more similar to Imprint, etc. For ticket sales, we're expecting 50 but we haven't sold any yet.
 - e. Victor: what's the venue?
 - i. AMS Great Hall
 - f. Angela: promotional tactics are \$50 each, please go more in depth
 - i. Setting up attention catching booths, want to create more eye-catching displays. Giveaways will also be included for Facebook contests.
 - g. Matthew: what's the general organizational process? You specified 1:2 delegate ratio
 - i. We have strong connection with past delegates and know who we want to ask.
 - h. Angela: you mentioned there's now networking
 - i. Erwin booked March 24 for AMS Great Hall. There will be opening awards, workshop 1 with lighthouse labs. Second workshop is TBA. Afterwards is speaking competition, auditions will be mid-feb. Then networking.
 - i. Matthew: last year, how did it work?
 - i. Hosted in the Gallery - only speaking competition, BizzComm didn't expand its outreach enough.
 - j. Angela: what workshop is lighthouse labs?
 - i. Coding
 - ii. Angela: We want to make sure the workshop aligns with the club
 - k. Natalie: One of our bigger issues with a conference style event is that BizzComm has never done it, it's on a weekend, and it needs to compete with other existing conferences - how will you combat that?
 - i. Spoke with flagship team, weekend was the only available time. We recognize it'll be a challenge but not impossible to overcome. BizzComm has never done their own big conference but that's why we're asking for more money. We want to give them a financial push and they'll have a big name
- II. PVCC - Vincent (2:30PM)
 - a. Angela: ticket sales are \$ for non- commerce, what's different from last year?
 - i. Historically, all major costs came from the food. We are changing it from 50 to 20 to decrease cost capital and expenses
 - b. Angela: What is the event timeline
 - i. Workshop at the nest, speaker portion downtown. There will be enough time for students to transit downtown. Competition and conference are the same day. Keynote speaker, networking, finger food. Afternoon is workshops with industry professionals. We are booked for the nest, soft-booked for the rosewood hotel
 - c. Daphne: printed slides and iPads for judges are \$3000 - what is that?
 - i. What we wanted to do was purchase iPads and the cost will be decreased for future years
 - ii. Daphne: under final round, it also says \$3000. Is this \$6,000 total
 - iii. No
 - d. Sanjay: what is the final prize this year?
 - i. \$5000-6000. Last year was \$2000-3000. While we decrease the expenses, we want to give back to the students. We want the competition sales price to go back all to the winners
 - e. Caryssa: you're providing finger food and a time slot in between for people to buy their own food
 - i. We aren't giving them dinner but we're hoping they'll buy food in between
 - ii. If there's a break, aren't you concerned that people will leave and not come back?
 - iii. Yes, that's a concern but we worked to incentivize it. The dinner portion has networking as an incentive.
 - f. Jacob: wondering about the surcharge - what is this for?
 - i. Service charge/ tax
 - g. Evan: you have 200 people at this event - do you see logistical issues in this?
 - i. We're assuming that they'll take care of themselves. We considered renting a bus but there's so much time in between that they should have enough time to go
 - ii. The gap is 2-3 hours. If negotiation goes well, we will move the workshop to the hotel
 - h. Angela: what contingency plans do you have? How can you ensure this format will continue?
 - i. Last year was too expensive, held at Pan Pacific. The issue with NIBC sapped a lot of energy. It postponed a lot of things that we were doing. Moving forward with this time lapse, there will be more time
 - ii. Angela: you are targeting high-net worth individual?

- iii. Separate CR, targeting high net worth individuals can help sponsor a prize
 - i. Daphne: if we gave you \$30,000, we would essentially be funding your entire conference. How would you be sustainable moving forward?
 - i. With the time lapse, there will be more time to find sponsorship and target high net worth individuals. Finding revenue stream and decrease cost.
 - ii. Daphne: Are you also going to look to CUS for conference affiliation?
 - iii. Yes that's something for the future
 - j. Daphne: for gas and parking, CUS doesn't reimburse that
 - k. Maddie: you addressed the surcharge but in your application you say you're doing the minimum catering package. Is that different?
 - i. It's the room and board tax
 - l. Natalie, as AJ: could we get written quotes for your equipment charges?
- III. TEDxMuscatYouth - Hadi Chaudhry (2:45PM)
 - a. Matthew: there's only one expected BCOM student
 - b. That's me, this is my initiative. I wanted to run a TED Talks conference. Youth aren't given the opportunity to work, you need to get a work permit. I couldn't do an internship. I've sent my application to TEDx and if I receive the funding, it would be contingent if this application is successful. The audience I want to target is the schools of Muscat. We have different schools and venues willing to host. If we attach the UBC brand to this, there has never been anything similar done. I want to bring in the Minister of Education, due to personal connections in Oman, this is possible. We can also get other CEOs and business professionals to come in. I also want to do a talk on mental health - it's quite taboo in Oman but there's no external process for help. There are multiple things we can roll into this.
 - 1. Daphne: this initiative is quite admirable. When you applied to this grant, you go through 2 pools: CUS SPF and UGO SEG. UGO does more student experiences, similar to your initiative.
 - c. Victor: do you have any plans on organizing an event this scale - Do you have past experience?
 - i. I haven't done it this extensively but I'm going to go meet the judges soon. In terms of sponsorship, many companies want to be associated with TEDx. I've used multiple sponsorship templates for different sponsors.
 - d. Angela: have you tried applying for ExCo? They have funded personal flights in the past
- IV. Alpha Kappa Psi - Debbie Pai (3:00PM)
 - a. The application and presentation have a discrepancy - please clarify your request amount (\$1,125 or \$1,200)
 - b. For 1125 I budgeted for 15 * 75 attendees but now its 100*12
 - c. Debbie: CUS budgeting doesn't happen until later on and our event is happening in term 2
 - d. Our event is Feb.9th but when will we know of our funding?
 - e. UGO will inform them mid-February but as this is the first year we are doing it, we are making an exception.
 - i. Daphne: why did this organization come this year - you can't get this money again for 3 years
 - f. We've never had any conference. This year as chair of the organization, I want to develop the community. This is the first year we're doing it, we will seek corporate sponsorship. It's kind of rushed this year
 - g. Angela: AKPsi financials - to run this flagship event, does this take you into surplus or deficit?
 - h. We budgeted \$550 for the event. We will sell tickets for non AKPsi people. We could buy cheaper food to lower expenses
 - i. Victor: there's \$525 in expected profit?
 - i. Debbie: this event doesn't generate any profit
 - j. Angela: do you have a specific marketing plan for people who are not brothers?
 - i. We currently have 40-50 brothers. 80% are BCOM students. We will booth in Sauder or do classroom announcements
 - k. Angela: what's the value added with this event?
 - i. You learn more about a specific industry but Ignite is more about general learning and figuring out more about other faculties. You could build a better network within conference.
 - ii. Sanjay: you have 2 workshops - have you secured presenters?
 - l. We secured ¾ workshops. Leadership and Skill Development from UBC Debate, we've approached JDC. Second set is emerging technologies is presented by BizHacks and Blockchain at UBC
 - i. Sanjay: the event is on Feb.9 - have you secured networking professionals? You expect 75 students, 25 professionals

ii. We secured 16 professionals, a lot of Alpha Kappa Psi alumni. The other half are UBC profs.

V. Imprint - Manveer Tatla (3:30PM)

- a. Angela: is the keynote speaker confirmed?
- b. We spoke with Matthew earlier to rearrange funds. We decreased the amount of the request to \$550 so you would strictly be paying for the flight
- c. Has it always been a requirement for Imprint to pay for their speakers flights?
- d. Our case comp sponsor always provides their speaker

E. Amendments to and Approval of Minutes

I. Minutes

Moved: Daphne | Seconded: Sanjay

Be it resolved that the Board of Directors approve its minutes dated Jan.11.

In favour: all
Opposed: none
Abstentions: none

... the motion carries.

F. Discussion

I. SPF Applications

1. 180 Degrees Consulting – UBC

- 1. They requested \$1,110 of start-up expenses
- 2. Phoebe: it is a new initiative, we should give them a chance to get their organization started

Motion to fund Strategy Consulting Initiative \$1,110

Moved: Natalie | Seconded: Jacob

In favour: Sanjay, Jacob, Victor, Daphne, Natalie, Simran
Opposed: Evan, Michael, Angela, Erwin
Abstentions: Caryssa
...the motion carries

2. Alpha Kappa Psi IGNITE

- 1. Maddie: it was originally 75*15 but now it's \$12*100. So they are requesting \$1,200
- 2. Evan: they've only budgeted revenue for 25 people
- 3. Daphne: I am under the impression that those 25 is for non-AKP brothers

Motion to fund AKP \$1,200

Moved: Jacob | Seconded: Daphne

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

3. BlockParty After Party

- 1. Automatic no: running a surplus

Motion to reject application for BlockParty After Party and TedxMuscat Youth

Motivation: BlockParty is running a surplus and TedxMuscatYouth is out of the scope of SPF.

Moved: Daphne | Seconded: Victor

In favour: all
Opposed: none
Abstentions: none

... the motion carries.

4. eProjects Presents: LiteHacks, a Code-Free Hackathon
1. Their request is \$4,000.
 2. Jacob: They're running a deficit of \$3,650, they also have a lot of miscellaneous costs. I would subtract that and fund \$2,750
 3. Michael: I'm not comfortable funding miscellaneous as opposed to concrete expenses where we know the money is going towards
 4. Simran: if we take away miscellaneous, if they have less attendees then they can keep the extra as buffer
 5. Victor: they haven't tried to reach out to other sponsors

Motion to fund \$4,000 for eProjects
Moved: Daphne | Seconded: Caryssa

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

Motion to fund \$2,750 for eProjects
Moved: Sanjay | Seconded: Caryssa

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

5. Pacific Venture Capital Conference and Competition
1. They requested \$30,000.
 2. Victor: I think we should get rid of buffer, iPads, gas and parking. I also think prize money should be decreased.
 3. Matthew: last term Sauder Summit asked for \$30,000 and we gave them \$15,000
 4. Evan: there's 100 students going - how much value does this give them? Perhaps \$5,000
 5. Michael: I propose \$15,000
 6. Maddie: the discussion that they can't operate is true for any event. Can we give them funding with contingencies?
 7. Phoebe: due to our history with PVCC, I would recommend not doing contingencies
 8. Jacob: their equipment expenses are extremely high - are they purchasing?
 9. Matthew: no, those are typical rental costs
 10. Evan: they can use the budget that we give them however they wish
 11. Michael: we've been discussing this a lot but I'm suggesting \$0
 12. $15000 = \$150 * 100$ BCOM students
 13. Evan: $\$7500 = \$75 * 100$ BCOM

Caryssa left at 4:57PM

Motion to fund \$30,000 to PVCC
Moved: Daphne | Seconded : Erwin

In favour: none
Opposed: Sanjay, Angela, Erwin, Jacob, Natalie, Evan, Daphne, Michael, Simran
Abstentions: Victor
...*the motion fails*

Motion to fund \$18,291 to PVCC
Moved: Victor | Seconded: Erwin

In favour: Angela
Opposed: Sanjay, Erwin, Jacob, Natalie, Evan, Daphne, Michael, Simran
Abstentions: Victor
...*the motion fails*

Motion to fund \$15,000 to PVCC

Moved: Victor | Seconded: Sanjay

In favour: Angela, Michael, Jacob, Simran, Daphne, Sanjay
Opposed: Evan as Matt, Natalie as AJ, Erwin
Abstentions: Victor
...the motion carries

6. SpeakOut

1. Their request is \$5,000 but some of that is to serve as a buffer for future years. \$3,120 is for SpeakOut and the remaining is for the future year.
2. Subtracting the miscellaneous and profit is \$3090

Motion to fund SpeakOut \$5,000
Moved: Jacob | Seconded: Sanjay

In favour: none
Opposed: Simran, Daphne, Victor, Michael, Angela, Jacob, Sanjay, Evan
Abstentions: Natalie, Erwin
...the motion fails

Motion to fund SpeakOut \$3,120
Moved: Jacob | Seconded: Sanjay

In favour: none
Opposed: Simran, Daphne, Victor, Michael, Angela, Jacob, Sanjay, Evan
Abstentions: Natalie, Erwin
...the motion fails

Motion to fund SpeakOut \$3,090
Moved: Jacob | Seconded: Sanjay

In favour: Simran, Daphne, Victor, Michael, Angela, Jacob, Sanjay, Evan
Opposed: none
Abstentions: Natalie, Erwin
...the motion carries

7. Strategy Consulting Initiative

1. They requested \$2,814.
2. Evan: this application appears as though we are funding their entire organization, not necessarily a specific one-time event.
3. Phoebe: do they run events?
4. Victor: they do for their own consultants
5. Evan: I do see some value in what they're doing
6. Sanjay: in their application it says that traditionally they have received funding from CUS
7. Jacob: without our funding, they'll reach out to AMS and other sources
8. Phoebe: they're not an AMS club. They applied last year to do CUS affiliation but they didn't have AMS so they're already working on that
9. Daphne: Sanjay mentioned that we historically have funded them. They can't come to us again next year so how would they operate
10. Sanjay: do you have any idea of how we funded them in the past?
11. Angela: it says on the website SPF
12. Jacob: they haven't even reached out to external funding.
13. Phoebe: we can't book rooms for them anymore. They have reached out in hopes to get CUS affiliated but they still need to complete the process of AMS club
14. Evan: I would want to give them the amount that they would receive through Clubs Affiliation (\$600) and refer them to do Clubs Affiliation

Motion to fund Strategy Consulting Initiative \$2,814
Moved: Sanjay | Seconded: Erwin

In favour: none

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

Motion to fund Strategy Consulting Initiative \$600
Moved: Sanjay | Seconded: Natalie

In favour: Sanjay, Erwin, Victor, Jacob, Natalie, Evan, Daphne, Michael
Opposed: Angela
Abstentions: Caryssa
...the motion carries

8. TEDxMuscatYouth

1. No: beyond scope, ExCo and UBC

9. UBC Imprint

1. Victor: but I thought we don't fund speakers
2. Daphne: we say that for cases without strong justification. Imprint is our service and their original speaker fees worked to cut this down.
3. Michael: I originally said yes but if our guidelines clearly outlined that we're against this, we need to be strict. We need to keep this consistent
4. Daphne: this is our first time doing this. There were miscommunications between Imprint and the CUS, they were under the impression that they would get it after
5. Michael: I don't think we can make a special exception just for Imprint
6. Natalie: we already made a special exception for the Spark under the same circumstances
7. Daphne: you as board members can decide how these policies are implemented
8. Matthew: did previous guidelines have this?
9. Daphne: no, this is the first year that we have tried implementing the guidelines
10. Matthew: for chasing sustainability, I was told that I could go to SPF for speaker fees
11. Simran: there's a contradiction with both terms - we need to figure out which one we want to follow
12. Angela: how we treat our guidelines now will affect how future years treat the guidelines.
13. Natalie: in earlier SPF applications, we made exceptions for speaker fees where the circumstances warranted them (ex. Spark). These guidelines have not been finalized – they are merely suggestions from the SPF Committee, which I am chairing. This meeting today will be our method of determining which guidelines should be enforced/ added and we will publicize these
14. Simran: I don't know if it's a misunderstanding on our part or theirs. These guidelines aren't published
15. Daphne: in the future, all of the guidelines will be published

Motion to fund UBC Imprint \$550
Moved: Daphne | Seconded: Caryssa

In favour: Daphne, Evan as Matt, Caryssa, Simran, Victor, Erwin, Jacob, Natalie as Aj
Opposed: Angela
Abstentions: Sanjay
... the motion carries

10. UBC Supply Chain Management Club

1. They requested \$5,000
2. Evan: they're already a club, they're received funding
3. Phoebe: they get \$600 base amount and the variable is given at the end of the year
4. Victor: they want to run this event 3 times so it is \$1677 each time
5. Maddie: we still need to check for buffers or miscellaneous expenses
6. Michael: the budget they've submitted is incorrect - they've sent a general budget for their club but we need to know the event's specifics. I'm not comfortable just funding a club when they get money through our CUS club affiliation.

Motion to fund UBC SCMC \$5,000
Moved: Jacob | Seconded: Sanjay

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

Motion to fund UBC SCMC \$1,667
Moved: Daphne | Seconded: Jacob

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

Motion to fund UBC SCMC \$0
Moved: Jacob | Seconded: Sanjay

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

11. UBCMA Gateways Conference

1. They're request is \$3,000. They have budgeted \$150 for thank you cards and \$400 for Flex
2. Phoebe: I recommend \$2550 because they allotted \$400 for flex which I don't agree with
3. Jacob: I suggest \$2450
4. Matthew: for dinner show gifts, what are they spending this on? It's not very specific.
5. Simran: we can only make our decisions based off of the information I was given
6. All of the organizations were given an equal opportunity to come in and present their case - if they didn't, that was their choice.

Motion to fund UBCMA Gateways Conference \$3,000
Moved: Angela | Seconded: Daphne

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

Motion to fund UBCMA Gateways Conference \$2950
Moved: Daphne | Seconded: Caryssa

In favour: Simran
Opposed: Daphne, Natalie as AJ, Evan as Matt, Caryssa, Sanjay, Victor, Jacob, Simran, Michael
Abstentions: none
...the motion fails

Motion to fund UBCMA Gateways Conference \$2550
Moved: Daphne | Seconded: Caryssa

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

Motion to carry the remaining \$7,970 in our SPF budget to next year's SPF line item
Moved: Daphne | Seconded: Natalie

In favour: all
Opposed: none
Abstentions: none

... the motion carries.

Motion to add "Endowment Fund Committee"

Moved: Jacob | Seconded: Victor

In favour: all
Opposed: none
Abstentions: none

... the motion carries.

1. Jacob: this money is coming from the endowment fund to clean the lounge once a week. They will be cleaning for 3H. The amount \$1,296.
2. Angela: I would like to recommend to the next year is have this as a line item instead of coming out of endowment fund.

In favour: all
Opposed: none
Abstentions: none

... the motion carries.

G. Next Meeting

The next regularly scheduled meeting of the Board of Directors shall be: Feb.10 at noon.

H. Adjournment

Moved: Victor
Seconded: Erwin

There being no further business, be it resolved that the meeting be adjourned at 5:40PM.

In favour: all
Opposed: none
Abstentions: none

... the motion carries.

CUS Attendance

| Name | Position | Present ("X") | Late (Time) | Proxy (Name) |
|---------------------------|-----------------------------------|---------------|-------------|--------------|
| Board of Directors | | | | |
| Daphne Tse | President | X | | |
| Michael Pratt | Commerce Student Senator | X | | |
| Simran Cheema | Alma Mater Society Representative | X | | |
| AJ Jha | Fourth Year Representative | X | | Natalie Yu |

| | | | | |
|--------------------------|--|---|---------|-----------|
| Matt Chiu | Fourth Year Representative | X | | Evan Zhou |
| Jacob Kim | Third Year Representative | | 2:07PM | |
| Victor Yap | Third Year Representative | | 2:06 PM | |
| Erwin Hsiung | Second Year Representative | | 2:30PM | |
| Angela Dai | Second Year Representative | X | | |
| Caryssa Kim | First Year Representative | X | | |
| Sanjay Khemani | First Year Representative | | 2:05 PM | |
| Maddison Zapach | Ombudsperson | | 2:05 PM | |
| Executive Council | | | | |
| Sapnil Mohanty | Vice-President, Academic Affairs | | | — |
| Stanley Yu | Vice-President, External Affairs | | | — |
| Matthew Yong | Vice-President, Finance | X | | — |
| Phoebe Wong | Vice-President, Internal Affairs | | | — |
| Chris Bolton | Vice-President, Student Engagement | | | — |
| Evan Zhou | Vice-President, Marketing and Communications | X | | — |
| Other | | | | |
| Natalie Yu | Administrative Director | X | | — |

Guests (optional)

| Name | Affiliation | Present ("X") | Late ("X") | Notes |
|----------------|-------------|---------------|------------|-------|
| Invited | | | | |
| | | | | |
| Other | | | | |
| | | | | |
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