



## Executive Council Meeting

**Scheduled Time: 7:00 PM - Oct 28th, 2019 | Location: CUS Boardroom**

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, Cassandra Tran, at [kassandra.tran@cus.ca](mailto:kassandra.tran@cus.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
Priscilla Chan	President (Chairperson)	X		
Suprabhe Ballary	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Harleen Sohi	Vice-President, External Affairs			Eric Jin Cheng
Jenna Leung	Vice-President, Finance	X		
Joshua Lee	Vice-President, Internal Affairs	X		
Annie Chen	Vice-President, Marketing and Communications			Jason Huang
Jonathan Kim	Vice-President, Student Engagement	X		
Chantal Despres	Ombudsperson	X		
Kassandra Tran	Administrative Director	X		

Guests:

### A. Call to Order

*The meeting was called to order at 7:09pm.*

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

*Moved: Jon | Seconded: Eric (Harleen)*

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

*In favour: All  
Opposed: None  
Abstentions: Jason (Annie)  
...the motion passes*

**C. Presentations to the Executive Council**

**D. Personal Updates**

**E. Professional Updates**

I. President

- Finished exec performance reviews
- Will be conducting performance reviews with Presidential Portfolio next week
- Helped Annie with Y&P interviews
- Attended Sauder Impact Gala
- Met with Dante and Warren Spitz; talked about challenges, culture, etc. related to CUS
- Attended BUCS Night
- Had meeting with BizChina
- BCom Preview coming up; slides are submitted
- Meeting with Dante and Josh about building operations and contacting Linda

II. Vice-President, Academic Affairs

- Served more than 400 students through CMP; continuing to host more review sessions this month and during final exam period
- ExCo have been reimbursing from last year
- Junior Dev is in planning; in the process of making new logo

III. Vice-President, Finance

- A lot of contracts, invoices, etc.
- Q2 - planning on collaborating with Dante; will be released in early Nov
- Waiting to hear from analysts about Financial Analyst project

IV. Vice-President, Internal Affairs

- Sent email to Building Operations about exec office code; waiting to hear back
- CUS trolley arrived but still needs to be built
- Planning social with portfolio
- Performance evaluations being booked; should be done with them by next week

V. Vice-President, Marketing and Communications

- Annie from The Venture sending out when2meet to plan meeting
- CUSmile marketing came together last minute but managed to still be published on time
- Jochen and Candice are new Y&P Editors

VI. Vice-President, External Affairs

- EMP moving forward as second term service
- Imprint: Deep Dive event date TBD
- NSCC went through budget presentation
- LGBTQ: Bingo Night - Nov 13th
- CR: still waiting for CR package, please send your services a reminder to RSVP by Friday
- CUS Christmas Party in CUS Lounge; open to public
  - I. Xmas music, decorations, movies, games, white-elephant gift giving, etc.
 Thoughts?
  - II. Adding to discussion item

VII. Vice-President, Student Engagement

- BUCS Night: event went well, still collecting feedback
- CUSmile: Oct 29th - 31st
  - I. Poits, then the 3 events + spook, videos
- POITS Collab: figuring out meeting with AMS to determine if they qualify for Liquor Permit
- About to launch PR

VIII. Administrative Director

- CUS apparel being ordered this week; needed shirt sizes from a couple people

IX. Ombudsperson

- Elections violation: member of board in photo holding sign stating "vote for \_\_\_\_"
  - I. Handled the situation and a letter will be going out
- Set office hours officially
- Process of collaborating with Harleen to get Jonathan Xavier to come to Sauder to speak to students

**F. Executive Business and Discussion**

**~~i.~~ NSCC budget**

**ii. Reallocation of social/swag budget (fringe team members)**

- I. Jenna: Possibility of moving amounts from other line items to cover social and swag (\$15 and \$20 respectively)
- II. Jon: social and swag are gifts to CUS service leaders and should be looked at separately from the rest of the budget. Are brand/conference ambassadors, team leads, etc. who are not officially part of the team counted for swag/social? Should evaluators (Awards Night) and presenters (CAP) also be part of this as well?
- III. Jon: believes that ambassadors, team leads, etc. should be part of the swag and social count
- IV. Josh: it's already difficult getting evaluators to attend events so including them in this budget would help to incentivize them to go to events.
- V. Jon: there should be a min. number of events, hours, etc. that these students would need to meet in order to include them in the budget
- VI. Chantal: would we do both social and swag? If so, do we allow them to choose where they want to allocate the money more to one or the other?
- VII. Priscilla: create an "Appreciation Fund" line item that services can choose what they want to allocate the money to. We also need to determine the amount of money to increase each of them by.
- VIII. Jon: if you're a member but not an exec, \$15 is a good amount for them
- IX. Chantal: have two tiers - exec or member (\$35 and \$15 respectively); have different

amounts for each to keep it objective

X. Chantal: have VPs create budgets for their services with specific numbers of members included in this budget to give to Jenna

XI. Jon: would it be possible to add more/change the budget for this year?

XII. Jenna: technically it is possible, we would just need to let the services know. Believes we should leave this change to the next fiscal year

XIII. Agree to add \$15 for service members and keep service exec budget as is for social/swag. Explore creating specific policies for next year regarding this (recommendations)

*Motion to approve Team Appreciation budget of \$15 allotment per active member*

*Moved: Jon | Seconded: Suprabhe*

*In favour: All  
Opposed: None  
Abstentions: Jason (Annie)  
...the motion passes.*

**iii. CUS Christmas Party**

I. All in favour of event but will need a budget for it; budget breakdown will need to be created first

**G. Approval of Minutes**

*Moved: Jon | Seconded: Jenna*

*That the minutes from the Oct 11th and 21st Executive Council meeting be approved for public distribution.*

*In favour: All  
Opposed: None  
Abstentions: Jason (Annie)  
...the motion passes.*

**H. Next Meeting**

November 4th, 2019

**I. Adjournment**

*Moved: Jon | Seconded: Jason (Annie)*

*There being no further business, be it resolved that the meeting be adjourned at 8:31pm.*

*In favour: All  
Opposed: None  
Abstentions: None  
...the motion passes.*