



# Computer Science Students Society

## Minutes Wednesday October 20, 2010

**President:** Jéré Sarenac

**Attendees:** Jéré Sarenac, Bert Ong, Jeremiah Tantongco, Richard Lo, Sean Lee, André Malan, Melsa Smith, Kalan MacRow, *Officers*

**Internal Contact:** [vpa@thecube.ca](mailto:vpa@thecube.ca)

### Minutes

#### **Current Finances**

Melsa explained that our bi-weekly BBQs currently bring in \$300 each. Also, money from student fees will be coming eventually.

#### **Finance Procedures**

Issues with informal reimbursement processing have resulted in poor record keeping. VP Social and people involved with spending need to keep track of the financial throughput from events. Cube record keeping needs to improve.

Jéré suggested that it makes sense to continue reimbursing people with cash as it avoids the hassle of banking.

Melsa explained that the cash box should be locked from now on, and that the "slip" system for reimbursement has not been as successful as originally thought—it has made record keeping very difficult.

Jéré proposed that scans be made of all future receipts and that a new system for reimbursement be developed.

#### **Budget for Halloween Decorations**

Melsa proposed a budget of \$50 for new decorations this year. Sean agreed.

#### **New SUS Department Rep**

Bert recently met with the new SUS department representative who seems to be enthusiastic and eager to work together.

#### **Concerning the Club Constitution**

Sean had proposed some changes and or amendments to

### Action Items

#### **VP Finance**

- Create a spreadsheet for reimbursements (amount, for what, monetary instrument, successfully reimbursed, etc.)
- Look into missing Go DevMental money.
- The budget still needs to be submitted.

## Minutes

the club constitution. Jre explained that none of the changes are necessary, everything can be accomplished in practice without altering the constitution.

### BBQs and Pizza Sales

Sean proposed that BBQs and Pizza sales be moved from Thursdays to Fridays. There has been a problem with getting volunteers to help clean up after BBQs—mainly due to scheduling conflicts. Moving the BBQs to Fridays will potentially solve this.

Melsa mentioned that Costco pizzas might be an option for decreasing the cost per slice, however, Sean explained that the logistics of getting pizza from Costco are too difficult and would require a car. The current supplier, Fresh Slice, is on campus.

Andre suggested that the BBQs and pizza sales should be more promotional for the club. They are an opportunity to raise awareness of the services the Cube offers. Its was agreed the A-Frame sign should be put on display at future events.

A complaint was received concerning wasted food at the last BBQ. This was due to an imprecise supply list which needs to be improved for future sales.

### Officer Appreciation

In the past the Cube has subsidized an Officers Dinner. Some ideas for officer appreciation were tabled, including \$10-20 gift certificates for every two times an officer helps clean up after a BBQ and an Officer of the Month program.

### StarCraft Tournament

Sean requested information on how much financing might be available for prize money in the upcoming StarCraft tournament. There will be an entry fee (\$10-20), but the tournament must incur the cost of renting equipment from NCIX and also renting the venue.

### Career Fair

Jeremiah explained that he has confirmed the career fair for February 1<sup>st</sup>. Sauder is definitely interested in having a booth to advertise their programs.

## Action Items

### VP Social

- Inform social coordinators that they are responsible not only for organizing events but also ensuring that they are executed successfully.
- Look into pizza delivery options.
- Look into venue costs for StarCraft tournament.

### VP Communications

- Notify Michelle that BBQs and pizza sales have been moved to Fridays.
- Create posters for SVN service (after we have the infrastructure to really support it.)
- Posters for Halloween events need to be up Monday morning.
- Preemptively create posters for upcoming events.

**Officers Meeting****News from SUS**

Bash explained that he will be on the sports and academic committees and will be holding office hours at the SUB. Also, there will be a SUS 2010 Clubs Forum to work on events for science, reps from the Cube are invited. There is lots of potential for seeding events within science by mutual advertising.

**AUS Representative**

Jeremiah: The AUS has been non-responsive in determining and arts rep for computer science.

**Byte to Eat**

Andre: Byte to Eat will held sometime in late November as a Christmas-y, spirit of giving event. It will be competitive like last year.

**VP Volunteering**

- Determine precise dates for Byte to Eat.

**Food Supply Concerns**

Ronald (Supply Manager) said Costco trips have been going smoothly, everything is fine.

Jre determined that double-patty burgers will not be made available at future BBQs due to the fact that it has lead to lost profits and complicated supply budgeting.

**Beer Garden**

Bash suggested that combining with another department (i.e Biology) could improve the turnout. He will poll the other reps at the next SUS meeting to see if anyone is interested in working with the Cube.

**Wine and Cheese**

It was generally determined that an ice cream social would be preferable. The graduate students could be involved and it would be a good networking event.

**Sports and Recreation**

Daniel (Sports Coordinator) reported that SUS will cover 40% of REC fees for teams composed of 60% or more science students. Potential events for this year include:

- Rock Climbing (late November)
- Snow Shoeing (January).
- Ice Cubed - Ice skating.

## **Minutes**

## **Action Items**

- An informal snow ball fight.

### **TheCube.ca**

Chris (Webmaster) and Bert feel that the Cube website needs to be re-designed. The department is going to allow us to use their design. Chris will send an email out to all officers to see who is interested in getting involved in the project.

### **General**

A request was received for more varieties of Tea in the Cube office. With respect to that, Jre determined that an "ideal" inventory for the Cube should be worked up and used for making a weekly supply run based on current stock.

### **Annual General Meeting**

The AGM (Annual General Meeting) date was moved (with unanimous approval) to Wednesday November 17, 2010, after midterms.

### **End of Meeting**

### **VP Administration**

- Finalize new meeting minutes format.
- Get past minutes out to executives and Chris in new format.