

Location: ASB 9802 (Computing Science Seminar Room)
Friday, February 15, 1991, 12:30pm

Attending: Douglas Yoo, Mike Lee, Emma Del Santo, Andrew Wong

Agenda:
Graduate Studies Seminar
Budget Review
AHC
Security
Miscellaneous

Final details for the upcoming Graduate Studies Seminar were discussed. Douglas suggested switching to serving vegetable crackers instead of salted ones. He pointed out that not only would it reduce the cost, but that it would be more appropriate. Andrew outlined the cost of food items as given out by the UCB (University Centre Building). He will also find out the cost from the UCB and pass along a notice to Chair and a request to get approval for departmental funding. Douglas mentioned a student is asking for a refund for the seminar and about some people to have set up. There was a brief discussion of where to get extra chairs for the seminar.

MINUTES of the Executive Meeting of

12:30pm, February 15, 1991

Emma gave a cost report and a photocopy, according to the accounts. Apparently, during 90-2, the center made more money than the previous year. Everyone was surprised by this. It was concluded that this occurred due to several circumstances involved in the retail setup of the center including free paper during 90-2, and minimal service charges. During 90-3, the pop machine generated more profit than the copies. Douglas noted that profits generated using both generators are lower than expected. Emma replied that those figures are exactly what the books show. Mike asked if Emma could do a short cost/profit analysis for the Society. Douglas asked if the Society could be expected to make a profit in 91-1. Emma replied positively to both questions. Finally, Douglas noted that Richard and Matthew should be asked to produce a short cost/profit report on the vending machine, respectively.

Cheques will be issued to Ron Power for \$25 (United Way) and the gym for 1000. Emma mentioned meeting with Nick Whitford (COSI Fieldworker) and were to inquire about possible help in finding a gym rental.

Mike will pick up the gym rental contract hopefully this afternoon. The rental for the West Gym on March 22 at 8pm time. More details will be forthcoming when he picks up the contract. The cost of the rental will vary for each department, all

Computing Science Student Society

S I M O N F R A S E R U N I V E R S I T Y

Location: ASB 9802 (Computing Science Common Room)
Friday, February 15, 1991, 12:30pm

Attending: Douglas Yee, Mike Lee, Emma Dal Santo, Andrew Wong

Agenda: Graduate Studies Seminar
Budget Report
ARC
Security
Miscellaneous

* Final details for the upcoming Graduate Studies Seminar were discussed. Douglas suggested switching to serving vegetables/cheese/crackers instead of sandwiches. He pointed out that not only would it reduce the cost, but that it would be more appropriate for there to be snacking items rather than a lunch. Andrew outlined the cost of food items as given out by the UCB (University Centre Building). He will also find out the final costs from the UCB and pass along a notice to Chairman Art Liestman to get approval for departmental funding. Douglas mentioned that he still needs to produce a final agenda for the seminar and recruit some people to help set up. There was a brief discussion of where to get extra chairs for the seminar.

* Emma gave a cost/profit report of the pop machine and photocopier, according to the accounts. Apparently, during 90-2, the copier made more money than the pop machine. Everyone was surprised by this. It was concluded that this occurred due to several circumstances involved in the initial setup of the copier, including free paper during 90-2, and minimal setup charges. During 90-3, the pop machine generated more profit than the copier. Douglas noted that profits generated during both semesters are lower than expected. Emma replied that those figures are exactly what the books show. Mike asked if Emma could produce a short cost/profit analysis for the Society. Douglas asked if the Society could be expected to make a profit in 91-1. Emma replied positively to both questions. Finally, Douglas noted that Richard and Matthew should be asked to produce a brief cost/profit report on the copier/pop machine, respectively.

Cheques will be issued to Rob Peeren for \$25 (United Way) and the gym for rental time. Emma will be meeting with Nick Witheford (CDSU Fieldworker) next week to inquire about possible help in funding the gym rental.

Mike will pick up the gym rental contract hopefully this afternoon. The rental is for the West Gym on March 22 at this time. More details will be forthcoming when he picks up the contract. The cost of the rental will vary for each department, since it will depend on how many teams from each department are entered. The current plan is to divide the cost evenly amongst Computing, Engineering, Kinesiology, Communications, and MSSC.

- * There was a discussion on whether or not the volleyball event and the social should coincide. It was decided to leave both events as-is.
- * Emma is concerned with the amount of cash generated by the copier and pop machine being left in the common room. She does not think that the desk is very secure, and that large amounts of cash have sometimes been left inside the pop machine. Apparently, Matthew has been inundated with homework this past week, so he has been unable to do a cash count, aggravating the situation. It was decided that alternates be appointed at the next general meeting to help maintain the pop machine/copier should Richard or Matthew be unable (for whatever reason) to fulfill their duties. This does not reflect on their current performance. Rather, it is intended to cover those situations where they may simply be too busy to do cash counts, refill paper, etc..

Emma asked if she should switch to making deposits twice a week. This would incur more costs (\$0.72/transaction). Unfortunately, there is no chance of moving the account to one with fewer costs, since all student society bank accounts must fall under certain classifications. It was decided to keep the deposits to once per week. Emma also inquired about the amount of float that should be kept on hand. Douglas replied that there should always be enough to cover video and pizza costs each week.

- * Douglas will try and get a list of assigned keys for the common room to Emma.
- Douglas pointed out that several students want to move the general meetings to different times so that they can attend. Everyone agreed that it was too late to change the time of the upcoming general meeting, but would come up with a different time for the one after.

CSSS:aw

Compiling Balance Student Society

S I M O N F R A S E R U N I V E R S I T Y