

# CSSS Executive Meeting Minutes

Matthew Grandy

Friday, October 15th, 2010

*Meeting called to order at 4:38 PM. Shannon Juzenas chairs.*

	Name	Email	Affiliation
Attendees	Laura Antonescu		VPR Burnaby
	Ellis Ly		Exec At Large
	Caitlin Dawkins		First Year Rep
	Shannon Juzenas		President
	Curtis Muller		Treasurer
	Flora Liu		VPO
	James Burke		First Year Rep
	Matthew Grandy		Secretary

## 1 Report of Officers

### 1.1 President (Shannon Juzenas)

- Nothing to report

### 1.2 Treasurer (Curtis Muller)

- Nothing to report

### 1.3 Vice President of Operations (Flora Liu)

- Martin wanted us to give a nomination for a CSSS excellency award.
  - This is different from the award we are looking at now.

### 1.4 Vice President of Resources for Burnaby (Laura Antonescu)

- Has delegated the dealings with Konica Minolta to Dave, as he has more information about the initial conditions of the lease.
- The lease for the photocopier ends September 2011.
- We still have outstanding invoices from September and October.
- She will continue to talk about this during the photocopier section.

## **1.5 Secretary (Matt Grandy)**

- A serious hard drive failure resulted in the near-total loss of the October 8th Meeting minutes.
- Minutes are being reconstructed based on the fragments that could be recovered as well as the documented numbers
- Minutes will be backed up multiple times from now on
  - James suggests a dropbox server to act as a temporary SVN.

## **1.6 Exec at Large (Ellis Ly)**

- People are still leaving their mess in the common room.
  - People are leaving their juice cartons on the cabinet; Juice cartons cannot be recycled by us.
    - \* James suggests that if there is already a sign, there is probably nothing which can be done.
  - The issue is probably mostly in the evening. People are also hiding garbage, which takes more effort than throwing it away.
    - \* Flora suggests that we put signs up again. While they may not help, they are better than nothing.
- “Lately the common room has been left dirty in the afternoons. Clean up after yourself.”

## **1.7 First Year Rep (James)**

- Nothing to report

## **1.8 First Year Rep (Caitlin)**

- Nothing to report from first years talking to her. However, she wants to keep the momentum going from Frosh week, and suggests laser tag.
- Caitlin is hoping that the CSSS will subsidize the laser tag.
  - Last year, Laser tag was free for first years and everyone else had to pay.
  - Laura states that last year they used the “buy one, get one free” deal.
    - \* All first years were subsidized.
  - James suggest that we have laser tag in fancy clothing. Suits, dresses, or whatever similar item one may have.

- Wednesdays are buy one, get one free. Tuesdays are \$15 for three games.
  - \* Last year, people were tired after only two games.
  - \* If you get a three game package, you must go to the third game.

## 2 CSSS Award

- There were several WICS members applying for the CSSS award.
  - We had CSSS and community written for eligibility.
  - Nancy wants to know if she should consider them equally.
- Should we have it purely as CSSS service? Do we want to include the community?
  - The actual award we are giving is not CSSS specific.
  - We should give preference to the CSSS, but we cannot exclude WICS
  - If a lot of WICS members were applying, should non-CSSS members be on the judging panel?
    - \* It is the CSSS award, even if it is not CSSS specific. The panel seems to be fine as it is.
  - The award should be heavily weighted towards CSSS students. However, an extremely good community applicant should be able to beat out an extremely bad CSSS student.

## 3 School Communication

- What do we want to do about communication more with the school of CS? Specifically the idea of a suggestion box?
  - Have a suggestion maillist. Tape a piece of paper advertising it on the pop machine.
    - \* Laura asks that we not put anything else on the pop machine.
    - \* A maillist will have a large amount of spam.
    - \* This maillist suggestion gives a sense of anonymity.
    - \* The secretary would be owner, with all CSSS executives as managers of the mailing list.
    - \* We would forward on the unique suggestions.
    - \* Flora suggests an online form
      - Ellis suggests caucus.sfu.ca, but the Caucus system is no longer available.
      - Flora can put posters up in CSIL, as well as on the red board

## 4 Surrey

- Nobody goes to the meetings; nobody but Ellis wanted to be a Surrey executive.
- Few CSSS members use the common room.
- We really do not have much of a presence in Surrey.
- Do we want to suspend our presence in Surrey indefinitely?
  - If Surrey students want us to be there, they can come to the Burnaby meetings to tell us to go back.
- Surrey has regular LAN parties, but they are not technically sanctioned by us and are thus not a CSSS activity.
- Should we requisition back the keys for the common room?
  - Curtis notes that if we give back the common room, we will never be able to get another one.
  - Is it possible to simply hold the keys and room, but not use it?
    - \* Engineers do the same thing. It should be fine if we do it.
  - After we get the keys back, we could request the school to change the locks.
    - \* Curtis adds that Facilities at Surrey have less power and are less willing to help because they don't own the building.
    - \* A lock change will probably be at cost to us.
    - \* The locks use abloid keys.
      - Abloid keys are almost impossible to copy. Changing the locks is probably not necessary.
  - There are exactly four keys. The CSSS controls one of them. Two of them are out of our control. Security has the final key.
    - \* We need to requisition only two keys. Security should keep theirs.
    - \* The people who have the keys signed out do not actually have the keys.
    - \* Chris Walters is currently in possession of one key, leaving only one missing.
      - Chris Walters may know where the final key is.
      - An IAT student is likely in possession of it.
    - \* We will send out a polite request at first, but if the key is not returned to us, we will involve security with a stolen key request.

- \* As there are possessions in the room, we should put up a sign and give people a few weeks notice before kicking them out.
- \* The key requisition could be done by ourselves.
- If we’re pulling out indefinitely from the Surrey campus, what are we going to do about the constitution?
  - \* Do we want to amend the constitution?
  - We have to give four to eight weeks notice for any amendment.
  - The amendment process should be started now. We have no Surrey executives and lots of time.
  - The last Surrey meeting this semester should be about removing our presence from Surrey.
  - This should be heavily advertised so Surrey students can show up.
- As for signs, Hardeep or Ellis can be asked to put them up.
  - \* “Closing the common room, start clearing out your possessions”

## 5 Sys Admin

- Phil no longer wants to be the Sys Admin
  - What should we do about the forum and all related webmaster duties if this ever comes back online?
    - \* Hardeep has been pushing for a webmaster position for a long time.
  - James is able to act as Sys admin on a windows machine.
    - \* We currently have an empty virtual machine; it does not use Windows server.
- SVN is currently on a physical server. However, it can’t stay online long enough to transfer the data
  - We can’t really do anything without a CSIL op physically with us.
  - Shannon notes that there is a WICS member who is likely also a CSIL op.
  - If we can get Ellis the hard drive, he can get the data off of it.
    - \* The hard drives are in a server room, but Ellis does not know where. Phil may know.
  - James asks ‘If we can recover the server, can we use that and the VM?’

- \* The problem with the current server is a hardware issue. It will not be usable.
- The server is likely a desktop machine rather than a server rack.
- With a replacement, we would not need a box. Our virtual machine would suffice.
  - \* The only requirement is the data from the machine.
  - \* A virtual box would be managed by CSIL. We would never have to touch it again.
- Shannon will email Tracy: Hopefully someone will be able to help us.

## 6 Activities

- Ivan raises several suggestions through email:
  - Potluck/Pizza Friday: Running October 29th, anyone in costume gets their pizza discounted.
    - \* The potluck in question is vague. It possibly refers to the dessert competition.
  - Ivan wants to run a poker tournament on Thursday, November 4th. A free tournament with a maximum of 40 participants. He wants this to be one of our most pushed events.
  - CSSS Pub Night at the Shadow: Sometime in mid-November. A burger and beer combo for around \$10. Standard pub fare.
  - CSSS goes to the movies: November 19th, Harry Potter. Probably at Silvercity or Metrotown
    - \* November 19th is opening weekend. Far too busy for the entire CSSS to go.
  - Hotel Room Party: Details are vague. Drinking in a hotel room for a night.
  - Kenneth actually wants to do the poker tournament. We can delegate it to him.
    - \* We would be able to pay for food and the like should he want it.
- Ivan wants to sell 8 slices per pizza on pizza friday.
  - Ellis notes that we make a LOT less money on 8 slices than on 10. Even with 10, we don't break even.
  - Ivan has not been keeping up with pizza sales. He has been delegating it to others.
  - Each week we are losing a lot of money, and he doesn't seem to be too interested in it.

- Pizza might sell better at a different time, but 12:30 to 1:30 is his 1 hour break.
  - Pizza friday will potentially be brought up at the next meeting.
- During the last meeting, we allotted \$150 for prizes to the Hallowe'en contests.
  - Two different prize schemes are possible:
    - \* 2 \$50's for the desserts, 2 \$25's for the costumes
    - \* \$50 for first place, \$25 for second place for each contest
      - This seems to be the more popular scheme.
  - Prepaid Visas/Mastercards would make a good prize.
    - \* There is a surcharge on these, but it's very small (\$1.50 - \$5.00)
    - \* Matt lives close to a 7-11, he will be able to pick them up.
- There is not a lot of organization for the pub night.
  - It probably won't happen unless someone takes it under their wing.
- Shannon wants a first-year event.
  - James wishes to do a Magic: the Gathering draft tournament
    - \* He wants to do it at the end of semester, but it would clash with the end of semester social.
    - \* The tournament could run after the social.
      - It could easily be a general games night following the social.
  - Flora is working on the End of Semester Social.
  - Shannon brings up the Laser Tag, and asks when we would like to have it?
    - \* Caitlin suggests the first week of November.
    - \* This conflicts with the Poker Tournament. Assuming Kenneth wants to run it, ask him to move it to the week after.
    - \* Wednesday, November 3rd.
    - \* Tentative reservations for Laser Tag are welcome at any time.
      - Caitlin will speak to the company about deals.
    - \* Flora still has the advertisements from last year. We can just change the dates and use them again.
- Flora wants to start planning the barbecue for next semester.
  - Does the CSSS have enough money for it?
    - \* The event will likely cost around \$3,000, so probably not.
      - Last year, we received money from the Engineers.

## 7 CSSS Board

- Shannon wants to do something with the two boards outside the common room.
  - Currently the board is being used for pop advertisements.
  - Shannon asks if there is anything else we want to put on the board.
    - \* ‘Perhaps executive profiles?’

## 8 Photocopier/Coin-Op

- On the topic of the outstanding invoices:
  - Curtis states that both of them have been paid.
    - \* He called after class, but received an answering machine.
    - \* He will definitely need to call back.
    - \* Both cheques have been cashed already.
  - They are charging late fees that we should not be getting charged.
  - Curtis believes that the July payment was missed, and that we have continuously been a month behind.
  - Nobody has any of the invoices. They were in the old briefcase when it was stolen.
  - The September and October invoices are in the closet according to Curtis, but nobody else can find them. They are also not in the filing cabinet in the school of CS.
  - Chris will need to be consulted, as he was the previous treasurer.
    - \* Chris paid the September invoice. Curtis paid starting October.
  - Curtis will be able to call them on Tuesday
- Concerning the motions that went through at the last meeting, there has been a big backlash amongst people who could not attend.
  - These motions were brought up at the first meeting, but carried through at Surrey.
  - A large number of people disagreed with the choice of the standard coin-op, wanting the print-enabled one.
  - We went with the standard because it was cheap, and we did not know the terms of the lease.
  - Dave has tallied the numbers, and it does not make any sense to go with the regular coinop.

- With Curtis' numbers, if the coin-op cost more than \$1180, it was not worth buying based upon an 11 month lease.
- We would own any coin-op we purchased. It would last longer than the lease.
  - \* We have the option of buying out the photocopier at the end of the lease, continuing in monthly payments like we have been.
- We have the option to finance the print-enabled coin-op, so we aren't hit with the full amount at once.
- Sales might not be an issue.
  - \* James states that the amount of use for a standard coin-op will not be worth it. Print will be more than twice as useful for less than twice the price.
  - \* We're next to CSIL, and we would have more than 50% on discount from CSIL.
  - \* We may need a new computer, but it would not be a big deal to get another terminal from someone in the CSSS.
  - \* We can place advertisements in the windows facing into CSIL. The window is ours; we're allowed to do this.
  - \* Laura did not have a chance to view the numbers
  - \* Dave estimated \$300 per month with printing, \$100 per month without.
    - This is similar to Curtis' numbers from the last meeting.
  - \* We motioned for up to \$1,500 originally, but we can motion for more during the next meeting.
  - \* Laura will try to get exact numbers for the next meeting.
    - Exact quotes have been put off because of the backlash.

## 9 Open Floor

- Do we have a replacement for Graham?
  - Graham was the faculty rep. We currently do not have a FAS rep.
  - He organized the FAS formal.
    - \* Shannon is adamant on ensuring the FAS formal happens.
- James wants to have an event meeting.
  - Such a meeting requires the secretary and the Vice President of Activities
- Laura asks why Chris Parsons is running the meetings.

- We technically needed to motion for Chris to chair the previous meeting. The motion was never made.
- He is not an executive and was not motioned in, he should not have chaired it.

*Meeting is adjourned at 5:51 PM.*