

ESS Board of Directors Meeting Minutes - Comptes Rendus des Réunions du Conseil d'Administration de l'AÉG

Date: November 7th, 2021 @ 11am

Link: <https://us06web.zoom.us/j/82712332486>

1. Call to Order

The meeting was called to order at 11:05 with Alizeh Rizvi as chair

2. Land Acknowledgement - Reconnaissance des terres

3. Adoption of Agenda

Motion to Approve Agenda: ChESS

Second: Co-op Rep

Discussion: n/a

Result: passes unanimously

4. Role Call

ESS Executives & Sub Association Presidents Present - Exécutifs de l'AÉG et Président.e.s des Sous-Associations Présent.e.s:

- President - Chloe (she/her/elle)
- VP Finance - Nicholas (he/him/il/lui)
- VP Internal - Sally (she/her/elle)

- VP External - Kayla (she/her/elle) - Proxy- Adam Walters
- VP Social - Anjaliya (she/her/elle)
- VP Philanthropic - Julian (he/him)
- VP Communications - Kaleigh (she/her/elle)
- VP Services - Izzy (she/her/elle)
- MESS President - Zach
- IEEE - by proxy - Rikki Romana
- ChESS President - Souleima Torjemane (she/her/elle) - left @ 12:13PM
- CSCE Co-President - Ali
- 1st year reps
 - SEG - Rajan Sharma
 - GNG A - Jordan Patsula
- 2nd year reps
 - CHG - Abbey
 - CEG - Alae
- 3rd year reps
 - CHG - Ben
- 4th year reps
 - ELG - Madi
 - BMG - Reese - left @ 1:19PM
- French year reps
 - 2nd year - Maya
- Coop rep - Alexis

ESS Executives & Sub Association Presidents Absent - Exécutifs de l'AÉG et Président.e.s des Sous-Associations Absent.e.s:

- CSCE - Kayla

5. Ratification of By-Elections

- a. VP Academic - Abebi (she/her/elle)
- b. VP Equity - Antonia (she/her/elle)

Motion to ratify: VP Internal

Seconded: President

Discussion: None

Result: passes unanimously

6. Elections of Year Representatives

3rd year CEG: Avneesh Chaudhary

4th year French Rep: Matt Barr

Motion: 30sec intro, serious question & silly question (different for each candidate)

Seconded: ChESS

Discussion:

Julian (serious for Avneesh) - what makes you want to get involved with ESS?

Julian (funny) - pick a halloween costume for urself as a building on campus and how would u dress as the building?

Reese (funny) - favourite halloween costume ever in your life?

Nich (fr) - Comment serais tu un avocat pour les enjeux des francophones?

?

Result: passes unanimously

3rd year CEG: Avneesh Chaudhary

Intro: From India, came after high school to study comp eng, third year, passion to be in AI and machine learning and natural language processing. Enjoy biking, trekking, and photography.

Serious Q: before pandemic and last year was on charity committee, felt like it was doing something for the community therefore wants to be part of the organization

Funny Q: spend a lot of time in science, likes fss and the plant wall, would put plants all over and glass windows over his arm

Chloe: likes previous involvement, good answers, new faces always welcome at ESS

4th year French Rep: Matt Barr

Intro: name is matthew, 6th year bio mech eng, most program in french, had to stop because classes too small to be french, from timmins, 50/50 french english, v excited

Serious Q: Pour être un bon avocat, faut connaître ce que les francophones vivent chaque jour, il comprend bien l'historique des problèmes des chaque jour des francos
(to be good advocate for french people need to know what french people go through on day to day basis)

Funny: À 1 an, son costume était un pois, il avait trois pois et le troisième pois c'était son visage
(as a one year old, his parents dressed him as the peas in a pod/green bean and his face was the third pea in the pod)

Chloe: love matt barr, incredible human, very present, nothing bad to say, very fun, happy to have him in the office with anjie he's a great person to talk to

Motion: Chloe - motion to omnibus votes for year reps

Second: 3rd year CHG - Ben

Discussion: ESS Social - Anjie abstains from vote due to personal conflict of interest with candidate

Result: VP Social Abstained, 20 for, motion passes

7. Ratification of Year Representatives

Motion to ratify: Chloe

Second: ChESS

Discussion: n/a

Result: motion passes unanimously

8. Executive Updates

CDE - Canadian Diversity in Engineering

FYIC - First Year Integration Conference

CELC - Canadian Engineering Leadership - MUN is Memorial University

Reese: Plan to start class talks anytime soon?

Chloe: everyone knows we have to do it, we're a bit late but will use it to advertise events instead of just ESS

Adam: no inter-university sports this year

9. Subassociation Updates

MESS

New email info.mess@

Speaker night

Resigning as president - new amazing opportunity, wish had the time to put into

Vacant position goes to VP Internal until end of term, can't hold by-elections now

ChESS

16 delegates to Canadian Chemical Engineering conference during reading week,
funding from EEF

VP Social & Directors nominated, team complete

IG Poll for study sessions with TAs - virtual

Meeting with Canadian Engineering Accreditation Board

Email is president@chessuo.com - other email works but this email is more
professional and been paid for

CSCE

Just had by-elections, 4 new people, still some positions available

Planning a social and an academic event before exams

Website used to be a sub-domain of the ESS website, so the CSCE website is
down now, looking to get their own domain

Julian: are you sending anyone to one of the engineering conferences?

A: haven't looked into that, are any happening soon?

J: CSCE happening April or May, all other sub-associations usually send people to their
respective society,

Sally: Finances updates & last year merch sweaters

A: Handed out refunds since it's been so long for last year sweaters order, still planning
on giving them out, last year exec team aren't very involved but trying to make it work. In terms
of finances, the VP is working on the reports and whatnot can't give updates in particular in the
matters

IEEE

Cleaned up the office! Office hours returned in person in October, students come study so they updated textbooks too (10 new)

New merchandise to sell in the office, new office supplies

By-Elections, all commissioners positions filled

Budget on the IEEE website

WIE events: big eng little eng, first virtual through zoom, second was in the IEEE office, played board games

Upcoming events: Vlad is hosting a crypto workshop, Cookies & Cram being organized by VP academic (ITI1120, GNG1106, ELG2138, CSI2110, i missed one lol)

IEEE HAS A TIKTOK NOW AHHHHHHHHH

SPAC: conference for networking for IEEE students

SPAC is happening virtually this year

Organized by IEEE Ottawa, new VP External

Alae: follow us on TikTok

10. BoA Updates (UOSU)

Supposed to be 3 eng reps, no one has been going since May. Chloe airpod'd in while moving and went to confirm that we'll have levies in time, more updates next time

Julian: everyone go to general assembly this week to decide how UOSU does things

BoA is called like that to separate it from BoD, it's also called BoD

Jordan: how to join GA?

Ch: will send you link Jules: they send links to email

Alae: There has been a petition circulating on change.org, will be addressed in the general meeting, do we want to have a clear opinion or coordinated effort on the matter?

Anjie: does the BoD's speaker rights apply to UOSU?

Julian: it's similar to AGM, everyone has rights to vote and speak

Chloe to Alae: don't care s/ns anymore, uni seems not to going to do it anymore esp as only one other university in all of canada is still doing it, unless students demand it of the RSGs and union

we're not gonna push for it, might be a waste of time to be pushing for it now, summer semester didn't get it. If you wanna personally push for it go ahead at GA

Alae: there's a strong consensus with students that still want or need, should try to pressure faculty to consider it nonetheless \

Anjie: university never does s/ns for summer semesters as only $\frac{1}{3}$ of students take summer semester so will never budge for summer as there's a low demand and not enough students, doesn't affect fall

Sally: only thing faculty could potentially do is help us pressure the university to implement s/ns but it's a university decision and not a faculty one

Madi: wanted to ask clarification, if we were to go, would we be able to ask for and demand it or be bringing it up out of the blue?

Toni: we should push for it because there's no harm in doing so

Nich: don't want to give students false hope by backing it

Chloe: petition doesn't do much as uOttawa doesn't pay any regards to change.org as it's not exclusive for students only, if you wanna advocate for it do it on your own time go for it sure, it's almost mid november and it feels too late right now. Had discussion with dean and he doesn't think it will happen, but that was a while ago. You can show up as a student for GA and demand for it we're not necessarily there to specifically represent RSGS

Alae: Faculty has some say and influence, not sure about the specifics, faculty should have some decision making power. Agree 100% with Chloe on petition but it does amount to the demand from the students. Having Academics or ESS send emails for the faculty saying we're aligned with students for S/NS and not necessarily bringing up people's hopes on social media would make more of a difference

Madi: Kind of feel like the reasons are personal reasons and online school is hard and it's a make or break for students and their mental health, we should be fighting for students rights and represent them and what they want

Julian: we should be listening and advocating of it, haven't heard much in particular in favor of it but again completely anecdotal. Investing capital in it and losing would strain our relationship with the faculty, ours in particular has been very generous and we don't want to change that, due to the unpredictability of in-person vs. online we'd want S/NS but the university is giving us that option and the university would need to move away from it

Zach: it's a motion brought up to GA and will be discussed, can't say UOSU standpoint at this point

Sally: alternative to S/NS were we still accommodate students by having students do makeup work to makeup for being too burnt out to show their A-game throughout

Chloe: will email the Dean advocating for students but at some point stuff has to go back to the way it was 2 years ago and this can't go on forever

Anjie: not in favor of things going back to before the pandemic as things have been hard always and I have been advocating for accessibility. We need to help students with their burnout and figure a way to help them communicate it and accommodate to continue accommodate learning going out of the pandemic and ESS can help with a lot of these things

11. Approval of VP Equity Budget ([Budget link](#))

Nich - bottom of the budget, everything that needs BoD approval is in red

Toni:

Two events: mental health and diversity, \$500 each since there's uncertainty and it's an open door as there's no fixed idea of them from previous years

Anti-Op training: september for the officers, \$700, done

Equity Commission meetings: Food Moneys

Equitable Items for office

Patches

Reese: Are we not expected to make money out of the equitable items and patches?

Toni: Patches will be modified to include revenue. Equitable Items are for things to keep in office, will not be a high budget for future years as we're starting of, could be lowered, open for all

Reese: \$500 dollar is a lot, what are examples of what could consume them moneys?

Toni: will pass an updated budget for it in next BoD, sorta ball-parked it and not expecting to spend all that moneys

Julian: was under the impression to have items that increase accessibility and equity cause it seems decorative and performative

Toni: not sure, open for interpretation, wasn't sure and can't give clear example, can focus on it more throughout the year. Can change the line to Accessible Items, we're not spending \$500 on posters

Julian: bring it down to \$300, can spend up to the extra \$250, will approve any needed amendments to next BoD

Nich: to clarify, anything net negative \$250 approved by BoD, anything lower just needs officer approval

Anjie: Actual equitable and accessibility items are expensive, and there's a huge barrier for accessibility accommodations.

Nich: COVID-Scholarships, now accessibility scholarships, is very related to Equity Budget, could move them from Prez Budget

Reese: can we input revenue expected from patches before we approve it. Not comfortable allocating large sums of money to unclear events, \$500 is too much as usually events are much cheaper

Alexis: In the future, when presenting new budget lines, to have more of an idea of what goes into it to justify asking BoD permission to allocate spending money

Julian: Many not very in-depth items have been omni-bussed. We're not calling Toni out in particular these budgets are very new and we're focusing a bit much on it

Toni: Can lower the costs, have an idea for other events which won't cost as much. It's not properly reflected as the matters were not set in stone and confirmed.

Thank you for the helpful input, not attacked at all.

Anjie: I'm okay with a high budget, as it's best to give honorarium to bring in speakers as we're not the best to speak and educate on it, and it's best to allocate money to experienced professionals than cut back and half ass it. \$500 might be a lot, \$400 is reasonable. Equity events deserve more expected costs than others.

Reese: we should motion to vote, change them both to \$300 and work from there

Motion: 4th BioMech Reese - change both events to \$300

Second: Coop - Alexis

Discussion: Nich: implement a 1.733x for selling patches similarly to VP Services
Patch line

Reese: \$300 more than enough

Results: For: 21, Against: 1, Abstains: 1 -- Motion Passes

Motion: Nich, motion to ratify

Second: 2nd Yr CHG Abbey

Discussion:

Results: passes unanimously

12. Ratification of budget amendments approved by the Officers

VP Academic Morale Event -- Fourth Event, \$500 for all events

Motion to approve this line: Nich

Second: 2nd year CEG Alae

Discussion: Reese: what's this morale event? Why is it a fourth one?

Nich: Morale event 1 was resume workshop, and then there was a separate line for resume workshop. This is not a resume workshop. We motioned to have an open \$500 dollar events for them to interpret.

Reese: Can we have more insight as to what this will be used for since we have a ESS academic now.

Abebi: plan to make a movie night.

Reese: Not sure if comfortable with a \$500 movie night

Alexis: If you have information to costs associated as to why the event would cost as much to justify

Anjie: Did a movie night for 101 week, rooms to book in campus are free, Popcorn machine can be borrowed for a small fee. If it's a different event with a movie night as a destressor that's better.

Motion to change morale event 1 & 2 to \$150 with decrease to \$100 being friendly: 4th year BMG Reese, Nich retracts his motion

Second: Julian

Discussion: Reese: Which event would be a morale event and what would be a movie night? Asking to amend motion

Abebi: Thinking about snack and study / Coffee for the second morale event.

Results: passes unanimously

13. Budget Amendment for CELC

Got 5 good applications already, plan was 4 + Kayla. Asking for an increase to delegate fees and transportation would go down

Nich: when it comes time to motion, can we include “reduce transportation costs” as a budget amendment?

Ben: Can you confirm the transportation budget decreases as flights to St. John's are expensive

Chloe: been looking at flights, including all cancellation insurance, taxes and fees, it comes out to \$950. Keeping high budget as transportation from and to airports are put into mind. Newfoundland laws also require taxes of 15%

Motion to Increase delegate fee for CELC by \$1022.50\$: Chloe

Second: Anjie:

Discussion:

Results: Chloe notably abstains, 18 For -- motion passes

14. Varia

Reese: Did we get venue approval for DUSTED hard hats and coveralls.

Anjie: They said just be there on time, they said they don't care. Should be fine. It's booked. They said it okay and anything goes and there's no particular dress code"

➤ Julian: How best to communicate BOD meetings with students? Fb event? How to get people involved that aren't already? How to increase reach?

Alexis: agree with FB events as there are notifications for when it's happening and it can host the zoom link properly and clearly, would be easier.

Kaleigh: Younger students aren't on FB as much, first year facebook group was put into discord and like three people joined. But open for ideas, already putting them up day of and day before but FB reach is getting harder.

Ben: Instagram is ESS's greatest tool right now with advertising events like bod, especially since students also do not get the mailout because it goes to the others section in outlook

Jordan: I do my best to check emails but it's hard to keep track as they don't get notified. I don't really use facebook, maybe had it at one point? For recommendation to increase interest maybe properly explain what is BoD, what happens at BoD, and how it gets you involved.

Anjie: People don't even know we have an IG and don't know we exist sometimes. We should get things out by word of mouth and advertise in classes.

Julian: Eventbrite is too much work is there an alternative that sends reminders to people

Alexis: make a google or outlook calendar to subscribe to, would automatically notify and sign you to events

Kaleigh: it exists, can add notification to it. It exists on google calendar. Could get more information to increase awareness and engagement

Sally: Emails that automatically add to your calendar

Kaleigh: might be different with zoom links not hooked to particular accounts and don't know how it works with MailChimp, will look into it

Jordan: Outlook might only do it for MS Teams automatically

➤ Sally: Office Chairs ($3 \times \$89 + \text{HST} = \301.71)

Madi: used is cheaper, there's a lot of people selling stuff

Sally: don't have the time or car resources for transporting each chair

Toni: no guarantee, can return ikea chair, guaranteed to work, we spend a lot of time in office

Motion to approve budget: Toni

Second: Nich

Discussion:

Results: 1 abstention, 17 for, motion passes

➤ Anjie: Budget changes for FROST

All taxes were manually inputted by Anjie as they weren't included in the quote and didn't want Tax to hit us like a truck

Anjie: inflation and sales lead to price changes, things that were mainly decided on in the past have changed in prices.

Non-Woven drawstring backpack: increase, had to outsource supplier

Bottle Opener: increase by \$8

Sustainable Kits: increased

Vacuum Tumbler: increased due to demand, promotes sustainability

Nich: was muted the whole time. The numbers are in the sheet and we'll look at the excel

Motion to approve budget change: Anjie

Second: Nick

Discussion:

Results: 1 abstention, 18 in favor -- motion passes

Application for FROST will drop this month. Bring your friends to DUSTED. FROST kit sales will be up by?after? Next BoD

15. Adjournment

Motion to adjourn: President

Second: Toni

Discussion:

Results: motion passes unanimously