

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

Date: September 26th, 2021

Link: <https://us06web.zoom.us/j/88508828103>

1. Call to Order

The meeting was called to order at 11:04 AM EDT

2. Land Acknowledgement - Reconnaissance des terres

3. Approval of Chair

Motion to Approve Chair: Kayla

Second: Julian

Discussion:

Result: Passes unanimously

4. Adoption of Agenda

Motion to Approve Agenda: Chloe

Second: Kayla

Discussion:

Result: Passes Unanimously

5. 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)
- VP Social - Anjaliya (she/her/elle)
- VP Philanthropic - Julian (he/him)
- VP Communications - Kaleigh (she/her/elle)
- VP Services - Izzy (she/her/elle)
- MESS - Zachary
- IEEE - Alae, Vlad will be there later (Vlad joins at 12:09PM)
- CSCE - Kayla

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

- ChESS
- MESS (Zach) left 1:55PM, AJ MESS Internal as Proxy
- Kayla VPX left 2:58PM

- Reese (4th year biomech) leaving @ 2:45PM
- Maya (2nd year french) left @ 1:45PM

6. Robert's Rules Explained

7. Elections of Year Representatives

First Year Rep Election

Motion to have 30 second introduction, 1 Funny Question + 1 Serious Question (Julian)

Motion passes unanimously

Question Motions:

- Why do you want to be part of BOD (serious - Julian)
- What does BOD stand for, wrong answers only (joke - Reese via Julian)

Motion to proceed with the aforementioned questions (by Alae, seconded by Kayla)

Motion passes unanimously

Jordan Patsula (GNG - A)

Intro: First year chem eng at uOttawa, originally from ottawa from st. mark in manotick, he was a student council in high school

Serious: enjoy student council, likes student body and politics and making big plans and people skills and it's a balance in engineering of both academic and social

Funny: Hard and covies to cover our BOD

Motion to talk about Jordan as a candidate (chloe, seconded by Kayla) - unanimously

Adam, via Kayla: both candidates have been asking to be involved in ESS and both show passion

Chloe: Jordan has been on Kayla's selection committee since august, which is before school

Motion to amend motion to vote for GNG - A rep, Jordan, chloe says friendly - passes unanimously

Rajan Sharma (SEG)

Intro: First year software engineering, french immersion and coop. Originally from london ontario. Leadership in highschool, student council and head of robotics team

Serious: Think that there's a lot to do with the intersection of politics and engineering and continue leadership in the scope of engineering in university

Joke: BOD - Body Ody oDy

Motion to discuss and vote for Rajan - Kayla, seconded by Alae (IEEE) - passes unanimously

Julian, C: Ratification in end of voting or each category?

Motion to do 30 second each, introduction, joke, and serious question - Chloe, changes friendly. Seconded by Izzy

Serious Question: what can you bring of value to BOD? - Kayla

Joke: Best nap spot on campus, if never been in campus - your house? - Julian

Result: passes unanimously

Second Year Chem Eng

Motion to do elections all at once to give them all same questions, all years and all programs (except for french and coop) - Julian, seconded by Chloe - passes unanimously

Abbey Jayne

Intro: second year chem eng, was secretary last year so she knows most, showed us her favorite patch "dumb f*** juice"

Serious Q: Think she can bring the energy and the vibes, the people last year and being part of it was so fun, feels qualified to represent her year in the meeting and reach out to her year regarding BOD

Joke Q: There's a tree at the dog park where she snoozes under while her dog plays

Yasen Akir

Intro: second year chem eng student, first year decided to join to have fun outside of being locked in room via covid. Did first year integration conference and wants to do things in his community

Serious Q: loves meeting people and getting around to seeing people and understanding how students get through campus and how to go through school and its difficulties, can bring forward his connections and get them involved

Joke Q: has been to campus, FSS 13th floor next to the big windows, later in day when it's quieter

Motion to discuss candidates for 2nd year chem eng, Nich seconded by chloe, amended to do voting for 2nd year chem rep now

Discussion:

Maya via Nich: is biased towards abbey, were together in 101 week and was super involved and was secretary. Most of us know her, she would be great addition as she's hard working and will keep us on our toes

Sally: Opinions good on both, Abbey was secretary. Yasen seemed shy, he was always involved still, always at events, always at bod, first year rep. Happy he's coming out of his shell more

chloe: Yasen gave updates to FYIC when she was VPX, he's shy but tries to be involved, abbey was good secretary and involved last year

Abbey: 7

Yasen: 5

Abstain: 0

Second Year Computer Eng Rep

Alae Boufarrachene

Intro: current IEEE VP comms, sat as first year rep last year in BOD, wants to run for second year rep

Serious Q: Nice to have people involved in sub-associations in BOD, bring up issues and communicate them to the rest of eng, as an IEEE exec and BOD member, he'll help keep this relationship

Joke Q: Nap spot will neither be ESS nor IEEE couch, mostly library though cause super quiet

Motion to discuss and vote for Alae, Chloe

Julian - do it all in the end, motion fails

Motion to discuss and vote after all candidates get their turn, Chloe

Candidate for second year software no longer present :(

Third Year Chemical Engineering

Ben Leeder

Intro: third year chem eng, manager of 101 week, continuing to help with frost, VP logistics for last PM, sub-team lead Kelpie mechanical, VP social for CALE

Serious Q: Bring the voices of many different chem eng student across different networks, active in classes and discords and groupchats, so can bring forth those voices.

Joke Q: TOP THREE: ESS couch, library if you can get away with it, top spot is any comfy chair CRX third floor

Fourth Year Electrical

Madi Smrtka (via Mary-Kate Jory)

Intro: Madison Smrtka, IEEE exec for 3 years, 101 week for 2 years and BOD for three years

Serious Q: Outside the box thinker, not afraid to stand up for what she believes in, would hold the board accountable

Joke Q: on top of SITE tables in exam week, CSCE and IEEE office
Motion to vote for everyone who ran so far, Sally , seconded by chloe

Motion to do 30 second intro, serious and funny question, Kayla seconded by nich

Alae: amend motion to include funny french Q (friendly)

Sally: have chair butcher french Q and have french rep answer (friendly)

Alae: have coop have their individual question (friendly)

Serious Q: how can you represent your year/demographic at BOD

Funny fr Q: c'est quoi les têtes à claques, si tu ne le sais pas, essaye de deviner (read by the Chair)

tr: name of a quebec comedy show, it's terrible but it's a classic, what is it or try to guess it, also means "dumb f***" in french

Funny en Q: if you could redesign one body part, what would it be

Funny coop Q: name something less efficient than coop office

Discussion: none

Result: passes unanimously

Second Year French Rep:

Maya Benhamou :

Intro: currently sponsorship on ess, biotech 2nd year completely bilingual, trash french grammar otherwise pretty good, bad grammar in english too

Serious Q: definitely speak for the french, see that things are accessible in both french and english since we're a big time bilingual school, forefront of pushing for bilingualism in 101 week

Joke Q: tetes claques is the bane of her existence, one of the worst shows she's seen but it's funny, it's a really bad french cartoon with bad humour

Fourth Year Biomech

Reese Wunsche

Intro: she/her pronouns, 5th year bio mech comp tech, been in ess since pre-historic times, IEEE big eng lil eng, valuable insight for group, was social and pres

Serious Q: represent everyone in her year she likes everyone and she's already harrassed people into getting involved previously and will do it again

Joke Q: the back, break it down on the dance floor better, also has back issues and would like not to

Coop Rep

Alexis McCreath

Intro: 5th year bio mech with coop, has been on ess as sponsorship and finance, was finance for OEC, and also another essco conference

Serious Q: demographic is coop students, lots of differences between program vs. your coop program, scott advocated previously by getting coop email address

Joke Q: more efficient: watching paint dry, the coop office is really not it

Motion to vote for all three representatives at the same time, Chloe seconded by Alae

Discussion:

Chloe: they're all great we should vote for all of them

Alae: coop question worked

Result: passes unanimously

8. Ratification of Year Representatives

Motion to ratify first year reps, Chloe, seconded by Kayla - passes unanimously

First year representatives ratified

Motion to ratify, 2nd year chem, 3rd year chem, 2nd year computer & 4th year electrical: Sally

Seconded: Chloe

Result: passes unanimously

Motion to ratify all the year reps:

Seconded: Sally

Discussion:

Result: passes unanimously

9. Executive Updates

<https://docs.google.com/presentation/d/1vMOhqOvgcDDazBfnoMmqKrlpJfXnxQHEqk8f-DUhqCM/edit?usp=sharing>

Alae ©: is SFL doing a new website or a redesign?

Kaleigh: redesign with new additions

Kayla: Are there \$25 dollar gift cards for lunch and learn

Maya: Probably

Alexis: Is the proposed budget available to view, for NBC lunch and learn, is it a group decision to not advertise

Maya: they have not responded, will be advertised hopefully tomorrow and tuesday since the marketing team keeps giving short notices

Reese ©: will the library textbooks be available at a price?

Chloe: we hold student cards till you give the book back

Reese: what if they're not in ottawa? Can they do leather jacket fittings at different schools? Are we allowed to get different colored ones? Or does uOttawa have a set color?

Izzy: GTA is open 7 days a week, contact has not disclosed other schools that are signed up with. uOttawa jacket color has been the same for the last 40 years, if you go in store they are happy to show you the different colors and the cresting and jackets are separate.

MARCH 19th ENG BALL!!!!

10. Subassociation Updates

MESS

Changed bank accounts from CIBC to RBC on campus, will send info to finance for direct deposit. Applied for club funding. Running by-elections for vacant positions.

Julian: how involved with you as CVUO Exec?

Zach: anything engineering related will only note down meeting minutes, has no role in making decisions.

ChESS

-- absent --

CSCE

Main focus the past two weeks is by-elections for all year rep positions next week, has been main priority. Funding been handled by co-prez and finance so don't know much about it. Social event in october and academic end of november.

Reese: can you give an update on the sweater from last year?

Kayla: old VP had to go back home and has recently been in touch to do sweaters, should be done for the next couple of weeks. Will do sweaters and merch with someone else next time instead of doing a trial and error. Sweaters are in office did not know how to embroider them without Masha. Only Reese outside of exec team has bought it hence why info hasn't been shared much.

IEEE

Quite a bit of updates, been very eventful. Meetings are now bi-weekly between Monday and Wednesday to accommodate everyone. AGM info soon to be released. Office revamp: fixing, catching and releasing a mouse, storing stuff away. Old microwave and fridge thrown out due to old food being a bio-hazard. Prof checked out the office and he thinks it's cool. Office hours with virtual option for each exec to decide on. Budget meeting in two weeks. VP External by-elections as current one decided to take year off. Bank account info has been switched to chair who will add in treasurers. Flutter workshop by Alae and Robert will be rescheduled due to a time conflict. Big Eng Little Eng on 30th of September. Wanted to get IEEE stencils for wall, Alae emailed SITE admin asking for permission to do that. Robert and Mihal said revamping the office is fine within certain constraints. uOttawa painting guidelines say design is permitted in sub-association offices within certain guidelines, color must be similar and acrylic based. S/O to Nich as he helped IEEE even though no longer part of it. Dirty 80's Kite has been cleaned and will be back in office.

11. BoA Updates

N/A: no one from UOSU BoD present

12. Presentation of Budget

<https://docs.google.com/spreadsheets/d/1qpu2e7x5sBNVWXcniJAdsdFsDMIOqjAZMXTc1d7PxXw/edit?usp=sharing>

13. Approval of Budget

Alexis: take scholarships out of Prez budget (lines 5 & 6)

- How many scholarships are we giving out

Chloe: Volunteer of the year and lifetime achievement, keep amount of scholarships given out, reduce or increase respective funds

Julian: we have informally talked about scrapping Exec of the year award

- Explain the scholarships/accessibility line?

Chloe: money put to the side to accommodate in making our events more accessible if needed

- Intentions are good, but would like to know what the money is spent on in the future for transparency and clarification

Reese: why are scholarships and accessibility lumped together?

Julian: it's so people individually apply for accessibility accommodations to enable them to participate ESS events and such

Alexis inquired about Exec transition retreat, take out (12-15)

- Food costs seem excessive

Chloe: considering people are expected to bring in their food so point seems fair

Kayla: if we consider spending \$20 on each person and there are 15 people \$300 seems fair.

- my year forgot butter and couldn't grease pan for eggs, each person forgetting \$20 dollars worth of food is a bit excessive

Chloe: is \$100 okay? And can we change it to team building as previous execs are not involved.

Chloe: takeout FYIC Transportation (line 40) and set to 0 since it's been recently confirmed online

Kayla: delegate fee changed from 150 a person to 30 a person

Sally: change lines 61 & 62 to 0 as travel not necessary

Chloe: as CFES VP services no delegate fee and flight is 750

Alexis: is Chloe being sent as President to conferences or VP Services for CFES

Chloe: typically people apply to EEF for travel costs, ESS can sponsor if EEF doesn't cover, worst case scenario CFES does

Alexis: suggestion to refer to previous years' budget for lower laundry cost -- changed to \$10 for inflation

Alexis ©: when are fall intramurals happening?

Nich: Signups have already happened, it's already started. Plan to do it again in winter with more teams.

Alexis: did you get PEO sponsorship money for frosh? Or is that for frost?

Nich: not for 101 week frosh.

Anjie: Not for a predominantly online event and not monetary funding for frost as they do not feel comfortable promoting large gatherings during covid, they could provide freebies.

Reese: 106 Levies, even though there's a 0, there's a possibility to put in effort to get some.

Nich: do we put pressure on Maya to get more, or do we increase money in the bag.

Alexis: not much pressure this year, don't care either way.

Reese: good with it being \$0 as long as it's clear in minutes that Maya will put effort to get sponsorships but no pressure if they say no.

Alae (c) : policy wise, do all sub-associations get the same amount of money in total?

Nich: no, the 15% of ESS levies are proportionally distributed proportionally to the student body in respective programs.

Chloe: would like to remove the R&D trip as the only reason to do it was that Jose was working for DuPont and he resigned of his VP Academic position

Julian: can you put Resume Roast and Fancy picture Day as examples and not mandatory

Alexis: Can you keep the DuPont budget but not the event so future VP Academic may still have funding for their event

Julian: we don't have budget for academic events, should we throw in budget for academic events?

Nich: speaker night budget is in

Chloe: can we change name for research grads and grad panels as they're not mandated

Chloe (line 129): other EngSocs present their case for why their certifications exams should be funded, faculty loves this idea and it can help students professionally

Alexis ©: what wine and cheese are those numbers based off of cause they look like they're based on fall wine and cheese and winter wine and cheese tends to be more expensive.

Nich: it's true it's based on fall wine & cheese, will change it

Alexis: refer to EEF file Alizeh has previously applied for and the invoices she submitted for that. Food on its own was expensive, we don't know the protocol on inviting people back.

Chloe: takeout line 132-141.

Julian: no rush to amend any winter event today with the exception of president events.

Chloe: has withdrawn from the discussions involving SFL as Muffy has joined their team, albeit be a different team than the one that worked on our website.

Alae: wants more details on the breakdown for SFL services.

Nich: can pull up the breakdown quotes from SFL.

Kaliegh: Can show the preview link for the SFL designed website.

Chloe: Price comparison with other service providers, we got a pretty good deal. They donate 85% of the proceeds and the team is all volunteers. This will also save costs long term on maintenance as we can do updates ourselves.

Alexis: recommendation to take bus with Carleton

Sally: that's the one that's in

Kayla: are we not using EEF money?

Sally: no we have enough money

Jordan : what is EEF

Alexis: Engineering Endowment Fund, there's a lot of \$0's as we don't need the money to cover for them as we did in previous years.

Chloe: part of CEC organizing committee, hosted by University of New Brunswick Fredericton. What were delegate fees based on?

Sally: Delegate fees Chloe has informed me of, and average number of people on a single team

Alexis: we have sent a team of consulting to CEC a few years ago :)

Chloe: we didn't have a tent top so we needed a whole new one

Anjie: actually had to print physical copies of contracts as per UOSU's demands for in person events.

Julian (p): can we not justify every single line as this meeting is going into its fourth hour?

Anjie: Gifts/Prizes is grouped for scavenger hunt, escape night, and trivia night, price might go down as we may give away some hard-to-sell merchandise as prizes.

Chloe: over the summer, Julian, Sally, and Chloe went through storage and noted the amount of hard hats we have to avoid buying more. Will do same for covies.

Chloe: DUSTED, throw everyone on a bus and take em to a bar, the only thing people do there is drink, we don't use student money to pay for students drinking habits, so we run them at a balance or profit.

Anjie: trying to bring STAGED back as people may be willing to do it as everyone wants more in-person events, so let's give it a try

Julian: you're only mandated to hold one STAGED, so don't need to hold it both semesters if you don't want to.

Julian: Usually we get EEF funding, we're flushed with cash so will not apply unless someone wants us to, shooting for an -\$8k deficit, keeping in track previous years and current inflation

Alexis: numbers for winter wine and cheese, will give rough numbers right now rounded to the next \$500. Nich change EEF line to have a 10% Contingency.

Julian: I would add 10-20% on top of each line for inflation.

Chloe: maybe add more than 10-20% as faculty might likely invite previous COVID graduate years for missing out on their own wine and cheeses, better budget more than less. Everything specifically food and drinks is more expensive than before due to COVID, in addition to having more students, would rather do a 50% contingency in preparation for the worst case scenario.

Contingency is gonna include all potential students as well as food and drink inflation.

Nich: due to cost increases due to more students attending, should we ask the faculty for more money.

Chloe: we can, but this is something we spend a lot of money on twice a year, and we haven't been doing that for the past 2 years, and hosting one big one is cheaper than hosting 5 semesters worth individually.

Julian: The faculty has not paid for 5 semesters worth so I think it's worth to ask the faculty for more.

Alexis: they usually tell me at EEF meeting that they have no money, and since you have to go through EEF to get faculty funding I'll ask them myself at the next EEF meeting.

Nich: If the faculty didn't give us any money, the cost for it would be over 1/3rd of our levies.

Alexis: but we haven't had to spend any levies in previous years.

Chloe: we're trying to run at a deficit here.

Nich: we have \$30k at a GRC account at a 0% interest rate, and \$120k.

Jordan: This is a wine and cheese night for this year, and it's this large, is this gonna be the template for the upcoming years?

Chloe: our excuse this year is the faculty saying that they want to invite everyone who's graduated since spring 2020 back for wine and cheese, iron ring ceremony, and STAG. This is not setting a precedent for future ones. It's specifically big because we have to account for so much more people.

Sally: the longer that this is held up the bigger this wine and cheese is gonna be, but it's a one time thing.

Nich: The only thing it would set precedence to is asking the faculty for more wine and cheese funding.

Chloe: Motion to approve the budget

Seconded: Kayla

Discussion: none

Result: 0 against, 1 notable abstention (Nicholas Morin), 15 for

14. Ratification of Constitution changes proposed at AGM

Make changes pending approval from BOD.

Julian: Equity Policy is a lot more strict and less forgiving for a**-holes

Chloe: Members open but not limited to equity-based eng student groups. Two-strikes instead of a three strike system.

Chloe: Motion to ratify constitution changes as proposed in AGM and outlined in document.

Seconded: Abbey

Result: Passes unanimously

15. Varia

Alexis: EEF applications are due next Saturday, if you're on a club applying for EEF please apply. Will send out EEF Committee applications. Follow EEF facebook page.

Chloe: If I want to apply for EEF to cover my travel fees next semester, when do I apply?

Alexis: Next semester.

Nich: there's budget actuals that are up-to-date till the 18th, same sheet, different tab.

Alae: wanted to mention sub-association games, used to happen 101-week where sub-associations would compete against each other and winner gets the sub-association cup.

Would be very nice to keep interaction between sub-associations. There's also a belt and IEEE would defend their title.

Chloe: Robert brought it up on AGM, think it's a good idea. Worried about lack of participation in certain disciplines of engineering.

Alae: thinks would be an incentive to have sub-associations participate.

Julian: Bottle Drive, Oct 16th and 17th, picking them up or you can drop them off at ESS office hours. Save your bottles and aluminum cans.

Chloe: Motion to adjourn

Seconded: Abbey

Result: passes unanimously

16. Adjournment