

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

Date: Nov 26, 2023

Link: <https://meet.google.com/dfv-biju-wdv>

1. Call to Order

The meeting was called to order at 11:07 with Maya Benhamou as chair.

2. Land Acknowledgement - Reconnaissance des Terres

We acknowledge that we are gathered on the traditional and unceded territory of the Algonquin Anishinaabe Nation. For generations, they have been the stewards of this land, and their deep connection to it continues to this day. We recognize the enduring presence and contributions of the Algonquin people to this region. We also acknowledge the painful history of colonization and the displacement of Indigenous communities from their ancestral lands. We commit ourselves to learning, understanding, and honoring the Algonquin Nation's history and culture. We recognize the importance of working collaboratively to create a more just and equitable future for all who call this land home.

3. Roll Call

Present - Présent.e.s:

- President - Mackenzie Conrad (she/her/elle)
- VP Finance - Domenick Mann (he/him/il)
- VP External - Ryan Goodwin (he/him/il)
- VP Academic - Markos Brown (he/him/il)

- VP Communications - Félicia Dionne (she/her/elle)
- VP Internal - Sofia Ershova (she/her/elle)
- VP Services - Ethan Tang (he/him/il)
- VP Social - Jason Gonzales (he/him/il)
- VP Equity - Nyah Wagner (she/her/elle)
- IEEE - Juan Hiedra Primera (he/him/il)
- CHESS - Lauren Coffin (elle/she/her)
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- First Year:
 - Section A: Dakota Squires
 - Section E: James Travers
- Chemical Engineering Representatives:
 - 2nd Year: Mathieu Racicot
 - 4th + Year: Anna Schubert
- Computer Engineering Representatives:
 - 2nd Year: Eric Hagen
 - 3rd Year: Eric Eaton
 -
- Mechanical Engineering Representatives:
- Civil Engineering Representatives:
 - 2nd Year: Aiden McCooeye
 - 4th + Year: Justin Beal
- Electrical Engineering Representatives:
 - 2nd Year: Hamed Tavakoli

○

➤ Software Engineering Representatives:

○ 3rd Year: Devon Knight

➤ Co-Op Representatives:

○ Ryn Basinger

➤ French Representatives:

○ 2nd Year: Katelyn Renaud

○ 4th + Year: Justin Brown

Absent- Absent.e.s:

➤ CSCE - Cristie Kwan (she/her/elle)

➤ VP Philanthropic - Cristie Kwan (she/her/elle)

➤ MESS - Brunel Sontia (he/him/il)

➤ 4th + Year: Jia Xuan Song

➤ 4th + Year: Muhammad “Owais” Tabassum (arrived at 11:32AM)

➤ 3rd Year: Carolina Gonzalez

4. Administrative Motions

| | | | |
|--------------------|-------------------------------|--|--|
| Title: | Adoption of the Agenda | | |
| Mover: | Executive | | |
| Language: | English | | |
| BIRT: | The agenda be adopted. | | |
| Result: | Passes unanimously | | |
| Discussion: | | | |



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|------------------|--|-------------------|-------|
| Title: | Ratification of By-Election Results | | |
| Mover: | President | Seconders: | Sofia |
| Language: | English | | |
| Whereas: | A By-Election to fill vacant position was held and ratification is required by governing documents. | | |
| BIRT: | Markos Brown be ratified as VP Academic for the remainder of the 2023-2024 term. Domenick Mann be ratified as VP Finance for the remainder of the 2023-2024 term. | | |
| Result: | Passes unanimously | | |

5. Elections of Year Representatives (if needed)

- GNG 1105 B
 -
- GNG 1105 C
 -
- GNG 1105 D
 -
- GNG 1105 F
 -
- GNG 1105 G
 -
- GNG 1105 H
 -
- GNG 1505
 -
- Chemical Engineering Representatives:
 - 3rd Year:
- Mechanical Engineering Representatives:
 - 2nd Year:
 - 3rd Year:
 - 4th + Year:
- Biomedical Mechanical Engineering Representatives:
 - 2nd Year:
 - Sonya Pastorek
 - 1) Got to understand how ESS works when inspiring engineering students and wants to be a part of that. 2) Town hall meeting coming up



shortly, and feels like they can provide a good voice for the other students in BioMech. 3) Somersaults!

- 3rd Year:
- 4th + Year:
- Civil Engineering Representatives:
 - 3rd Year:
- Electrical Engineering Representatives:
 - 3rd Year:
- Software Engineering Representatives:
 - 2nd Year:
 -
 - 4th + Year:
 -

6. Ratifications of Year Representatives

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|------------------|--|------------------|--------------|
| Title: | Ratification of Year Representatives | | |
| Mover: | President | Seconder: | Sofia |
| Language: | English | | |
| Whereas: | An election to fill vacant positions was held and ratification is required by governing documents. | | |
| BIRT: | Sonya Pastorek be ratified as 2nd year BioMech rep | | |
| Result: | Vote passes unanimously | | |



| Title: | Ratification of Year Representatives |
|--------------------|---|
| Discussion: | <p>Ryan: Questions should be 1) Why do you want to join BOD? And 2) Show us a creative way to leave a room.</p> <p>Anna: Added an amendment of why Sonya wanted to join in November.</p> <p>Ryan agreed to Anna's amendment.</p> <p>Nyah: Wants to change the phrasing of the question to "What inspired you to join BOD in November?"</p> <p>Ryan agreed to Nyah's amendment.</p> <p>Markos acknowledged Sofya's comment about Town Hall meeting and supports their application.</p> <p>Mackenzie motions to ratify the new position. Sofia seconded</p> |

7. Executive Updates

President:

- Helped with uOEC, Patch Sewing Night, and Wine and Cheese, DUSTED.
- Made a discord calendar.
- Met with ESSCO (Engineering student society council of Ontario) VP Services (Nov 23), joining CALE (Council of advocacy and leadership in engineering) OC (Organizing committee). Ryan will talk about this more.
- Working on Constitution Review. Look out for this next semester.
- Also next semester, based on "On Wednesdays We Wear Pink!!!!", but on Wednesdays we wear Covvies Please participate. Will hopefully be a patch.
 - Jason added that we should do a punch card system so that after a certain amount the student would get the patch for free.
- Planning team bonding event this Friday. We're doing a holiday gift exchange and going bowling!!!

VP Internal:

- We have five teams going to OEC in January (junior design, innovative design, debate, consulting and programming). Still waiting on details and delegate package.

- Due to uOEC being a lot more stressful than I anticipated and approaching exams and project deadlines, the fall semester's subassociation meeting will be moved to the winter semester.

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VP External:

- Attended FYIC (First year integration conference) and CDE (Conference on Diversity in Engineering), all went well!
- Will begin planning a takeback workshop for these two conferences, I'm thinking of starting this next semester as exams are coming up, and in the future starting the planning for this before the conferences start.
- I mentioned this briefly in the discord earlier but here is my full mention of it; uOttawa is hosting the Conference on Advocacy and Leadership in Engineering (CALE) this February and we are recruiting for our Organizing Committee. Please message me on discord (or talk to me if you're here in person) if you're interested. We're looking to fill a variety of positions. Its a great opportunity that doesn't happen every year and some schools don't get this opportunity at all. Very good on a resume and especially a great first step if you want to get more involved with ESSCO or CFES conferences.
- Applications for CALE delegates should be going out very soon, planning on sending 9 people
- Updates From ESSCO:
 - 3 conferences successfully bid for PEOSC 2024 in Waterloo, CALE 2025 at TMU, and FYIC 2025 at Queens
 - Seneca college joined ESSCO!
 - Developing a toolkit to help EngSocs follow the un Sustainable Development Goals
 - The ESSCO fund (was meant to be a GIC account that generated passive income for ESSCO) is being half dissolved sort of, money is going to either go to Small school conference fund and/or ESSCO scholarships (to those who contribute greatly to ESSCO) This hasn't been put into policy nor mandate yet. The money is currently sitting in a refundable GIC
 - Other than that mostly backend/housekeeping stuff going on right now.
- CFES online GA (General Assembly) happened yesterday/today depending on if you're reading this during BOD or when I copy paste this to discord,
- Gun control motion was scratched by its mover
- Motion to make all GAs accessible online was passed
- 90% of the discussion was around the first bilingualism motion, was a bit of confusion around all the different amendments people added, but in the end the motion did not pass

- uOttawa motioned to amend to apply language requirements to only require President VP Communications to be able to communicate in french, the vote was in favor, however the amendment this was attached to was lost in the confusion.
- After many amendments the motion was reduced to just adding a few sections to the election procedure involving a chance to demonstrate french ability, this failed 19-19 with 1 abstention. uOttawa voted in favor.
- The remaining two motions were tabled to next GA
- CREIQ (quebec ESSCO equivalent) just put out a statement condemning the failure of the motion, including the line "The CREIQ executive board strongly recommends that its members review the relevance of their membership to the CFES"

VP Finance:

- F1 (Reimbursement Form) Google form updated, but I eventually want to make an automated system to assist with budget integration and form organisation.
- Personal Credit card for ESS use (Adding an additional card with ESS as an authorised user account), would eliminate the need for execs to spend thousands of their own money and wait for reimbursement
- Eng Ball Contract with CSSA made (50 tickets for a total of \$4500)
- Working on transaction logs and updating audit (All transactions since August)
- I am trying to get added as a signatory on the bank account, have a meeting on Wednesday
- Budget actuals are a work in progress as I am going through transactions all the way from August.
- **Sponsorship:**
- For BOD context: since Summer I've been working hard alongside VP Social to get current sponsorships for 101-week and year-round. Currently at \$9,650 of accrued sponsorship. This does not account for the services RedBull provided from my contact to them to sponsor 101-week, or WizePrep in-kind and commission-based sponsorship.
- NBC Sponsorship secured and deposited (\$4000 for year-round))
- Preparing ESS holiday cards for thanking sponsors.
- Reminding Lactalis to select a sponsorship tier in the hopes of getting a general sponsorship or event sponsorship.
- Continuing to contact companies.

VP Philanthropic:

- Confirmed eng ball venue and it will be at the NAC January 20th (Tickets cheaper now rather than later)
- Looking for charity items (if u have anything to donate lmk)
- Started ticket sales and its going pretty well and we've sold almost all the early bird (buy your eng ball tickets)
- Coordinating winter Phil event met with tmu (Toronto Metropolitan University) (bug push) date is going to be dependant on iron ring
- Waiting on CSSA for contract and deposit before sending them the tickets

VP Social:

- Held DUSTED=So far looks like overall net positive event financially, not as much as expected though.
- Didn't end up putting on Iron Ring After Party- Sorry, that's fully on me, was late to secure spaces/drivers and then got too busy to find alternative (Will extend offer in Winter including those graduating in Winter)
- To avoid that happening again I'll be starting the planning for all events much earlier starting with GOAT (Go Out After The exams) -will be planning and securing locations this week (Day after last exams, either Dec 21st or 22nd)
- Met with VP Socials from CSA Comms about a possible RSG wide end of year tournament

VP Communications:

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VP Academic:

- Wine and Cheese has been completed! However there is some updates that I will discuss during the budget update
- PJ themed Cookies and Cram on Friday = completion of Fall mandate
- Create a commissioner role - Commissioner of Student Success (Candidate selected, Justin Brown, but conversations and updates need to be had with him first)
- Planning future winter semester stuff (Industry night, Winter Wine and Cheese [looking for efficiency and other alternatives], new VP Academic initiatives, etc.)
- Helped with patch sewing

VP Equity:

- Went to CDE
- Working with Marcos for Diversity in Engineering Symposium - More to come soon
- Coordinating Yoga (Elevate Yoga, will discuss more in January) on campus
- Therapy Dogs in December
- Book Club and Financial Literacy also in January

VP Services:

- Tote bag reorder came in (selling at \$11.11 each, come buy one)
- T shirt order should be coming in soon, they made an error invoicing me and had to increase my budget by around \$100. Should be in before Christmas
- Hosted patch sewing night on Thursday (might become a weekly or biweekly event during my OH for Winter term)
- Had first meeting with GDC (graphic design committee) for introductions and brief summary of what we do 😊 hopefully some cool merch coming from that!
- Cut locks off lockers!

Manager of Sports

- Not enough sign-ups for intramurals
- ESSCO sports - Carleton is hosting, and we filled out the forms already. More details will come next semester

8. Subassociation Updates

a. MESS

b. CHESS

- Post-Canadian Chemical Engineering Conference: CSChE national student chapter slack workspace started (looking forward to collaborating with other chem eng student societies!)
- Social event: Brewery tour at Flora Hall, 13 tickets sold

c. CSCE

- i. Met with Concordia about Troitsky
- ii. Coordinated and made a Troitsky team of civil kids to send to the competition

d. IEEE

- Getting ready to host our annual Cookies n Cram events!
- Discussed internally regarding current program representation
 - Starting sub committees
- IEEE uO is in favor of appointing a "Representation Committee" under VP Academic to represent the BMDes program, with proper constitutional amendments to finalize this change happening at our winter General Assembly
- "Representation Committees" for SEG, CEG, and ELG will also be appointed and led by their current commissioners
- This change is set to be rolled out at the beginning of the winter term in order to allow for VP Academic and their commissioners to appoint members into the committee

9. BoA Updates

- Filled a bunch of executive roles
- New franco affairs committee

10. Business Arising from the Minutes

11. Motions from the Executive

| | | | |
|------------------|--|------------------|----------------|
| Title: | Motion to update the budget | | |
| Mover: | Ryan | Seconder: | Anna S. |
| Language: | English | | |
| Whereas: | The budget will be updated: https://docs.google.com/spreadsheets/d/14dS-vyagveKd-uJAvr8MlkievirwLyCYms6AXYzPJ-o/edit?usp=sharing | | |
| BIRT: | | | |
| Result: | N/A | | |



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| Discussion: | <p>(No big BOD needed amendments)</p> <p>Markos: Wine & Cheese - conversation had about a downgraded version of Wine & Cheese. Lots of unexpected costs incurred. Saved almost \$2000 by various actions including canceling a Mental Health Panel event. Went over budget by \$198.84, but it's not much. Looking to get some reimbursement from the last event.</p> <p>Anna: Not one credit, but TWO credits. Will work with Mackenzie to track down the other credit owed (industry night, might be from Faculty), as it should be substantial.</p> <p>Ryan: This is an event that loses ESS a lot of money each year, he wants to start discussing if ESS should continue hosting this event. Argues that it's more for faculty than for the students. Markos agreed.</p> <p>Mackenzie: Agrees with Ryan. However, needs to be discussed with the Faculty to see if something else can replace this event.</p> <p>Markos: Also agrees, thinks that the Faculty should host it instead, but they want ESS/Students to host it. Thinking about merging W&C with the afterparty. Doesn't believe that the faculty will pick up the event in earnest if ESS drops hosting it.</p> <p>Ryan: There will be a lot of steps to making this change, but first step should be drafting a statement saying that ESS can't continue paying for this. Wants discussion to remain open in the mean time,</p> <p>Markos: Is unsure about all the steps and procedures, but looks forward to everyone's help.</p> <p>Anna: Says that ESS should book a meeting with the Faculty in the new semester, as the two haven't had a sit-down meeting in a long time.</p> <p>Ryan: Motion to put in a mandate to have ESS enter discussions with Faculty about this topic (continuation or ending of hosting Wine & Cheese).</p> <p>Mackenzie: Rewording: Motion to ensure that Mackenzie and Markos talk to the Faculty. Ryan agrees.</p> |
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| Title: | Motion to update the budget |
| | Vote: For - 23 Against - 0 Abstain - 0 Vote unanimously passes. |

12. Motions from the Board

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|--------------------|---|----------------|--|
| Title: | Notes from the Chair | | |
| Mover: | | Second: | |
| Language: | English | | |
| Whereas: | | | |
| BIRT: | | | |
| Result: | | | |
| Discussion: | <p>After discussions, as of next semester, we (Maya, Mackenzie, Markos) feel that class representatives aren't doing as much as they could be doing. *Read different mandates from Policy and Procedures manual*. Many things will change during the constitution review, but for now, we're going to make a game out of the survey for the class reps (at the end of the surveys). A small prize will be given out, as incentive to get the Fall semester surveys done. Dusty tickets are the proof of less participation. Sub-associations can go ahead to advocate it.</p> <p>James: We should host next Dusty in Gatineau for more inclusion. Mackenzie clarified that next Dusty will be in Gatineau.</p> <p>Jason: Usually Fall Dusty is 19+ to allow fresh 101ers to figure themselves and their classes out (and to not try to match drink quantities with older students) and Winter (and/or afterwards) are 18+.</p> <p>Markos: Visit Markos more often!! Likes talking to students about Academic stuff!</p> | | |

13. Varia

- Representative Mandate Update/Enforcement



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- i. https://docs.google.com/forms/d/e/1FAIpQLSd0P6ty8PCQmSdMDFN-n6_hTmaoIxmMfd7GSsf51d-EQ9Oyeg/viewform?usp=sf_link



14. Notice of Motions

15. Adjournment

| | | | |
|--------------------|----------------------------------|------------------|------|
| Title: | Adjournment | | |
| Mover: | Executive | Seconder: | Anna |
| Language: | English | | |
| BIRT: | The agenda be adjourned at 12:34 | | |
| Result: | Vote passes unanimously | | |
| Discussion: | | | |

16. Next Meeting

The next meeting of the BOD will tentatively be January 28 at 11:00 am.