**Meeting Agenda - First Meeting of the Board**

**Date: September 23th 2018**

**Location: University of Ottawa - CBY A707**

**Attendance:**

Executive:  
Present

* Charbel
* Kim
* Devon (proxy for Liam)
* Marianne
* Monique
* Travis
* Dean
* Tae
* Khatra (proxy for Rukyya)

Excused

Absent

* Usama (s up at 12:20pm) (left at 4:30)

Sub-association presidents:

Present

* Iris (ChESS)
* Anne (MESS (proxy for Kivanc))
* Noah (CSCE (proxy for David))

Excused

Absent

* Heemel (IEEE) (Came at 3) (left 6:30)

~~Year Reps:~~

**Call to Order:**

## Adoption of the Agenda

Motion to adopt agenda - Kim   
Seconded by Monique  
Discussion:  
11 for, 1 against, no abstentions  
Motion passes

## Election and ratification of the (new) Chair

Megan runs for Chair of the Board  
Possible Questions  
Does she have chairing experience - 0 votes  
Make sure meetings are concise - 4 votes  
What strategies does she have for no biais - no opinions - 2 votes  
How much experience does she have with ess council meetings - 8 votes  
How do you handle high pressure when debates get intense - 8 votes  
  
Funny Questions  
If you were a piece of furniture what would you be?  
  
**Questions**  
**How much experience does she have with ess council meetings**  
I started on ESS council as 3rd year and last year I was the VP Phil so I attended every meeting that I could. I have 2 years of experience  
**How do you handle high pressure when debates get intense**Follow Roberts Rules because they are there for a reason, we must keep to an order. We want to make sure people can vent frustrations but in an orderly way.  
**If you were a piece of furniture what would you be?**Food processor, is that a furniture?  
\*it is not\*  
I would be a couch because couches are comfy.  
I would be a chair  
Couches are comfier than chairs

Discussion:

Tae: I like a Chair that encourages discussion

Travis: a Chair is better than no Chair

Call to question

Discussion:

Motion to elect Megan as the Chair

11 for, 0 against, 0 abstention

Motion passes

## Election and ratification of the Secretary

Kim: Secretary is appointed by the Chair, not elected

Megan appoints Alexis as Secretary

## Year Rep Elections

Kim: motions for two first year software eng reps so they have representation on the board

Dean: amends motion to elect 5 first year reps without the GNG 1105 specification

Charbel: we can’t do that because we have to follow constitution

Possible Questions For first year reps:

1. Noah: How are you going to represent and convey information to your GNG 1105 class?
2. **Anne: Why do you want to be a first year rep**
3. Khatra: What inspired you to be part of ESS
4. **Dean: Act out your favourite vine/meme.**

**Motion:** Monique - to vote on questions (1 serious, 1 joke)

**Second:** Charbel

1: 1 vote

2: 5 votes

3: 1 vote

Questions 2 and 4

First Year Representative Candidates:

Section A:

Olivier Lafleche

1: Loved frosh week, heard about ESS during and wanted to be part of a students’ society. A room full of engineers is awesome.

2:

Is asked to act out favourite vine. Asked for chair to help, leaves for rehearsal.

Olivier: Hey Bro

Megan: What bro

Olivier: close your eyes bro, what do you see

Megan: Nothing bro

Olivier: That’s my life without you bro

**Motion**: Charbel motions to vote in first year reps per class section

**Motion**: Kim motions to put a time limit of 3 minutes to answering questions

**Friendly Amendment**: Tae: change it to 2 minutes

**Votes**: 8 for, 1 against, 2 abstentions (Travis notable)

**Motion Passes**

**Votes**: 6 for, 0 against, 5 abstentions

Discussions on Olivier:

Travis: Shows up in covies

Dean: wearing buffalo shirt

Anne: Seems very eager

Devon: will definitely keep coming

**Votes** (for Olivier): 11 for, 1 abstention

**Motion Passes Unanimously**

Section A(F):

Eda Su Biger

1: Treasurer of club in highschool, know feeling of responsibility. Wanted to have a feeling of being part of a family/group. Wants to engage in social life instead of just studying

2: “Duh” (with sassy hand gesture)

Discussion:

Travis: Heart is in the right place

Devon: She made me feel good inside

Tae: Stands for a community, we should support this for the future generations

**Votes**: 12 for

**Motion Passes Unanimously**

**Motion**: Kim - For french representatives, we should ask questions in french and get them to answer in french.

**Amendment**: For french representatives, we will ask questions in french and allow answers in whichever language they feel most comfortable

**Second**: Charbel

Discussion:

Tae: We know they speak french if they are in a french section so its unnecessary

Anne: we can discuss after what they said if people don’t understand

Kim: We should allow them to speak however they are most comfortable

Marienne: none of the candidates aren’t going to speak english, they should be able to speak whatever language they want

**Vote**: 10 for, 2 against (Travis notable)

Section B:

Toby Easterbrook

1: Had a lot of fun during frosh, and wants to help with frosh next year and make it fun for others

2: “Fuck ya chicken strips”

Usama Arrives at 12:20pm

Discussion

Khatra: Toby is the most enthusiastic 101ers

Tae: He is like a miniature Devon

Devon: no one is a miniature me, also love him, he is great and would be a great asset

**Votes**: 12 for, 1 abstain

Tae: Can you have a notable yes?

Megan: yes but you must explain why

Section B(F):

Zachary Flahant

Charbel is asking questions in french

1: Il voit que les gens en génie ne sortent pas beaucoup et il veut encourager les autres à s’impliquer dans leur association  
He sees that people in his rez don’t go out a lot and he wants to engage others to have a balanced lifestyle of studying and social activities.  
 2. Vine is dead

Liam Roche

1:J’ai appris à propos de l’idée et la culture and I really go into that and I thought that I could see improve so it would be really cool to have a voice at the table. I have always been someone who is very engage, I want to switch my politics to engineering politics so I am not a first year flop.

2: What is Vine again? This isn’t even my generation.

Discussion:

**Motion**: Travis - secret ballot

**Votes for Zachary**: 1

**Votes for Liam**: 9

**Abstentions**: 3

Section D:

Devon Lin

1: During frosh, thought that ESS would bring new connections and looked fun. Wants to make an impact and interact with people

2: Does it have to be appropriate. “I like the kermit the frog meme with the wine glass. \*Strikes kermit the frog pose in chair\*.

Kathleen (Katie) Newman

1: Enjoyed frosh week, is excited about future events. Thinks there are awesome traditions to keep up.

2: “Where are my berries” with gestures.

Discussion:

Travis: Katie is very cool and enthusiastic

Usama: Katie had set up a slack line and was teaching guides how to do it during frosh week. She is trying to start a club therefore she is trying to be involved

Tae: impressive that she put herself out there

Anne: Katie was willing to engage during

**Motion**: Travis Secret Ballot

**Motion**: Travis - Tae eats one of the secret ballots after counted

**Second**: Marianne

Discussion

Dean: It would help the heart burn

Marianne: actually wants Tae to just eat a small piece

Travis: not friendly

Charbel: This is tradition

Travis: It is because Tae offered his hat

Tae: What is the most amount eaten

Megan: All of them

Charbel: call to question

**Votes:** 12 for (Tae notable), 1 abstention (Iris)

**Votes for Devon**: 1

**Votes for Katie**: 12

**Abstentions:** 0

Section E

Cecilia Lu

Tae eats ballot and Cecilia is scared/confused

1: Wants to be a part of something, Tae is eating paper which is cool. Ran model UN in high school, wants her opinion heard

2: “My brain just went blank”. “Two boys in a hot tub, 5m apart because they’re not gay.” Gets Devon and Tae to act it out.

Justin Fekete

1: Thinks first year rep is a good way to get involved, enjoyed frosh week and wants to help others have a good time and be part of the society.

2: Illusion 100, can’t really act out. \* Does thumb cut thing illusion, receives round of applause.

Julian Ward

1: Good way to meet people and make connections, and get involved in engineering community. Has experience with leading clubs/organization and can bring a lot to table.

2: \*Acts out meme about hitting dingers\*

**Point of Privilege**: Megan wants to go to the bathroom

Discussion:

Chef: Julian was on my bus during 101 week and he did chants on the bus, came up with own “how to get down chant,” Cecilia is cool too  
 Usama: Cecilia is the only one that gave examples such as model UN. No one else specified  
 Devon: Julian said he helped organize, therefore I assume he was a leading role  
Tae: The point of this is to relay information so we have to think about who was concise with reports  
 Dean: The point of first year reps is to have people to represent first years. We have to try to invest in the future of the ESS. We want someone that is a good representative of our first years.  
 Tae: We want both qualities  
 Devon: They should have their speech prepared in advance so this is not necessarily a good representation of how they relay information  
 Tae: Cecilia was the first people on Monday to create “How you get down” chants. She had initiative to learn eng culture and chants  
 Noah: Call to question  
**Motion**: Travis – secret ballot  
**Votes for Cecilia:** 8 for **Votes for Justin:** 1 for **Votes for Julian:** 4 for

**Motion**: Travis - motion to ratify first year reps to give them speaking and voting rights

**Friendly Amendment**: Omnibus

**Second**: Liam

Discussion

Travis: Calls to Question

**Votes:** passes unanimously

**Motion**: Tae - Have one serious, one joking for the year reps

**Second**: Dean

Discussion**:**

Devon calls to question

**Votes:** passes unanimously

Possible Year Rep Questions:

1. Dean: What makes you want to get involved with the ESS
2. **Ben (Devon’s speaking rights): Have you ever sat on a council with voting rights before**
3. Tae: What aspects of the ESS would you like to see changed
4. Dean: Have you repped your year before?

**Motion**: Monique - vote on questions

**Second**: Travis

**Votes** **for 1**: 0 for

**Votes for 2**: 12 for

**Votes for 3**: 1 for

**Votes for 4**: 0 for

**Motion**: Devon - strike the funny upper year rep question regarding SFUO and answers from minutes

**Second**; Tae

Discussion:

Kim - it’s part of the audit

Travis: call to question

**Votes:** 16 for, 1 opposed

2nd Year Computer Rep:

Rafi Biouss:

1: Have been part of smaller clubs, but excited to be with ESS

Discussion:

Devon: he is really fucking cool

Dean: call to question

**Votes**: passes unanimously

2nd Year Chemical Rep:

Lucas Taylor-Erichson

1: Never have sat on a council with voting rights

Discussion:

Chef:calls to question

**Votes:** passes unanimously

2nd Year Mechanical Rep:

Quincent:

1: Hasn’t, but hoping that this will be the first step in moving forward and gaining experience.

Piers:

1: Yes, he is currently VP Social for uOttawa quidditch. Sent a lot of phone calls on America’s Got Talent

Discussion:

Charbel: Piers shows more initiative, was out there more.

Travis: I know Quinn and he is shy and timid at first, however he definitely really wants to be a part of it. Piers is already involved in quidditch, Quinn isn’t involved which we should keep in mind,

Usama: Piers showed up to 101 events early

Travis: Quinn did too

Devon: Piers didn’t show up due to moving in, which he said beforehand which showed initiative

Dean: Haven’t spoken to Quin but Piers seemed really involved

Travis: 101 week isn’t a requirement for year rep

Tae: Piers would always take initiative to help, even when no one else wanted to help.

Devon: Piers is 6’5” and more memorable, so you may not notice Quinn as much. I interacted with Quinn and he was always very eager.

Tae: Everyone did a great job but Piers stood out

Chef: I would like to include many different kinds of people, however they should be there, available, memorable, and people need to know to go to that person for info.

Tae: Call to question

**Secret Ballot**: Travis

**Votes for Piers:** 8

**Votes for Quincent:** 7

**Abstentions**: 2

**Motion**: Liam - Cross out discussion on Liam’s year rep portion

**Second:** Devon

Discussion:

Dean: Call to question

**Votes:** passes unanimously

3rd Year Civil Rep:

Noah:

1: Yes, today I was a proxy, and last year I was a year rep. I am the VP social for CSCE, and was a year rep for them before

Jaewon:

1: I have not sat on any formal council, however I have voted during work meetings.

Discussion:

Devon: Noah is by far the most experienced and brings a lot to the table

David: Noah always is the first to show up and supports student organization

Tae: I support bringing more people into this organization. Jaewon may never come back if we turn him down.

Kim: Noah has more reach with the students, he has proven himself

Monique: we elected first year reps knowing they had no experience

Tae: Being on the ESS doesn’t mean you know all the students

Kim: first year reps can’t have experience because there is no way they can. Now we have someone that we know has experience so we can use that.

Devon: We ask first year reps for their experience with their past and use it as a base

Liam: We aren’t only looking at experience, but also look at potential.

**Secret Ballot**: Tae

**Votes for Noah:** 10 votes

**Votes for Jaewon:** 3 votes

**Abstentions:** 4, Tae, David

Co-op Rep:

Anne:

1: Other than today no, but I went to AGM last year so I’m getting the hang of it.

Discussion:

Kim: Came to ESSCO AGM, even though she wasn’t going to run for anything she was still very involved in it and took it seriously.

Marianne: End of conference report was very detailed and good

Tae: Call to Question

**Votes:** passes unanimously

**Motion**: Charbel - Omnibus the ratification of upper year reps

**Second**: Khatra (Rukyya proxy)

Discussion:  
 Tae: Call to question

**Votes:**  Passes unanimously

Upper year reps are ratified

**Motion**: Charbel - 10 minute recess for pizza orders

**Second:**  Devon

Discussion

Devon: call to question

**Votes:** passes unanimously

## Updates

## Executive

VP Academic:

* Meeting with vice dean of undergrad studies next week, email her by wednesday if you want anything brought up
* Planning wine and cheese
* Has no idea what library committee is

VP External:

* ESSCO AGM was a success
* ESSCO PM was last weekend
  + Technological stewardship: innovate and do new things, but think about impacts first, want to contact people to talk further about this
* OSPE
  + Student memberships: become one because they have discounts, it is free, link will be posted
* Plenary:
  + Passed a motion to improve integration at conferences
  + In an academic group, looking into academic inconsistencies
* Sub Associations should advertise conferences
* Application cutoff will be September 27th
* President of ESSCO wants to know if uOttawa students would be interested in a project management course (no date yet)

David: was approached by someone that offers LEED training

Marianne: through ESSCO, you can get discounts for these

VP Internal

* Hosting a patch sewing/games night later in the semester in A04
* UOEC planning committee
* Working with philanthropic for an event for panda game

VP Finance

* Working with Rukyya and chair for EEF funding to help teams build a budget for EEF funding applications (Thursday around 6)

Anne: How do we know where EEF funding event is?

Monique: an event page will be posted

David: clarification on levies

Monique: a week from September 30th we will know the numbers and a week later I will have them ready to send out

VP Social

* Followed mandate, summer dusted, 101 week

VP Admin

* Lock cutters are here
* Expect great things on website
* Next meeting this will be presented so sub association presidents are asked to come (or VP socials)
* Projector is gone

Devon: can we check with sub associations if they can check for the projector

VP Services

* Can’t do things until budget is presented
* Locker sales are going well (almost $2500)
* Ordering merch immediately after today

VP Communications

* Mailout will be sent out on monday
* For the next mailout, email me if you want something on it

VP Philanthropic

* Shinerama
  + Did 2 sucker runs and a taco night (one sucker run was cancelled)
  + ESS Mugs at Maison
  + Shine Patches in messy day kit
  + $2696 for Shine
* Pride Parade
  + With Carleton EngiQueers, cost us nothing

President

* Met with dean a few times throughout summer, he wants to learn more about our inner workings. Assured us that our money shouldn’t be affected by SFUO
* Working to get more storage/space
* Working with Ben and BOA to know the best course of action regarding SFUO
* Meeting with head of undergrad office. She is working on making changes to make the undergrad office a more welcoming place, and other changes.

Manager of Sports (Marianne gives Alizeh speaking rights)

* Eng Rugby:
  + Occurs end of October, beginning of November
  + Very expensive
  + Meeting tomorrow from 2-3 in A04
  + Anyone that wants to participate can, it is co-ed
  + May be a fee depending on final costs (max of $50)

## Sub-association

CSCE:

* Prof Talks:
  + Thursday 7-9
  + Professors from different areas of civil talk about their streams
  + Purpose: to educate students in civil about the difference between different streams (water resource, geo technical, etc). This is for any engineer who wants to know what civils do
* Industry Night
  + Late October
  + Theme is Ottawa infrastructure
  + Representatives from projects around Ottawa will come to give talks about their projects
* Other various events are being planned
* Merch soon!

CHESS:

* Finished translation for website
* Changed the supplier for merch
* Had inter school competition on Friday
* Going to start selling patches
* SFUO hasn’t given CHESS club status yet

MESS

* Trying to become a chapter of EMBS
* Co hosting a conference in 2019, stay tuned
* Inter sub association events are being planned
* Merch pre-orders are out this week
* Also planning Industry night

## BoA

Kim gives speaking rights to Ben

* Had 2 board meetings to talk about allegations that came up over the summer
* Fulcrum gained access to confidential documents and made them public
  + Documents contains that the university has a list of things they want the SFUO to change or else they will take away some of their agreements with SFUO
  + Have not yet seen an SFUO budget yet
* VP Equity of SFUO and VP Internal of SFUO have resigned. Rizky will be taking over these mandates

Iris: SFUO promised to give CHESS money for conference, should I disregard this?

Ben: Follow up on this issue with the SFUO and state you had an agreement for this

Dean: Can you talk about whether the president is interested in the requests of the university were?

Ben: I can’t speak on whether that will happen

Tae: Are the allegations for Rizky and Vanessa including Axel?

Ben: Axel is mentioned in the police report but I am unsure how involved any of the parties were. We have selected a forensic auditor and they have started work to look at the spending of the SFUO. Should have conclusions in 4-6 weeks.

Noah: Did the BoA vote on the forensic auditor firm?

Ben: The auditor was ratified by the BoA

Noah: Do you have confidence

Ben: Any of the big firms are going to do high quality work. When we get results we want to make sure that they can confidently say what they have concluded. An update should come soon.

Liam: I heard some audits are admissible in court

Ben: The board will decide this once the findings of the audit have been released

Ben: Sub associations should collect audit documents from the past few years

Tae: How will this affect students/members of ESS

Ben: Cannot speak too much on this. There will be a by election for the VP’s that have resigned. Mandate will be transferred to

Kim: who defined the scope of the audit

Ben: it was voted on by the constitutional committee

Liam: who holds the majority of the slates in the committee?

Ben: Whatever party you run for, there still has to be a good argument.

## Executive Accountability for Interim positions

Interim VP Social:

* Resided in Ottawa while holding office
* Organized 101 Week
  + Looked for venues, booked buses, updated guides, held meetings
* Summer Dusted
  + Held it with nurses as an event with another federated body
  + Was world cup themed
  + Was a success

Charbel: During 101 week we go to parliament, last year they implemented a new procedure in which we have to tell them we’re coming. From what I understand you wanted to not do this. I want clarification on whether it was disregarded.

Usama: 101 Week Coordinator asked if I had done it, I said not yet. 101 Week Coordinator said he would do it.

**Motion**: Kim - Move By-election rundown before budget approval

**Second:** Monique

Discussion:

Tae: Budgets take a long time. Another exec and I have to leave at 4 so we should start a budget right now to get some important things out of the way.

Khatra: What is the projected time of By-Election

Charbel: Less than 10 minutes.

Isaac (Charbel’s speaking rights): We shouldn’t move budget to avoid people being here.

Tae: apologizes for saying this

**Votes:** 17 for 4 abstain, motion passes

## **By-Election Rundown** (Charbel)

Charbel: Anyone can run for VP social if you have the qualifications

Kim: how did you pick candidates for CEO

Charbel: talked to people in BoA and those who had experience in this field

Usama: can you talk about procedure for by-election

Charbel: this is a redo of the elections that happened last year. The same rules apply and will be communicated with the post announcing By-election. No candidates can use ESS resources to advertise.

**Motion:** Kim - Recess of 15 minutes

**Amendment:** Recess of 10 minutes

**Second:** Marianne

Discussion:

Tae: We should grab our food and eat here

Travis: friendly amendment for 10 minute break

**Votes:** 17 for, 1 abstain (Motion passes)

Piers left: 3:22

Dean left :3:26

Rafi’s absence known: 3:36

Katie absence known: 3:36

Eda left: 3:26

Toby left: 3:28

Liam left: 3:28

David left: 3:29

Travis: When will you know who is running for VP social

Charbel: mid next week and start campaigns the week after

Usama: Will the campaign be the same length of time as before

Charbel: Yes but that may change

Kim: will we have a VP social during elections

Charbel: No

## Budget Approval

Monique: We are going through each line. If you need clarification for a line, say so and we will note this and come back at the end.

Marianne: Quick questions should be answered immediately

Travis: if you are unsure about anything, ask

Monique: *Reads budget lines*

Travis: Reminder that the exec have already gone over this. If the board has an issue please ask.

Heemel: Why is the deficit so large?

Usama: Didn’t take into account handbooks

Devon: Sponsorship from NB also was not in 101 Week sponsorship

Heemel: Did National Bank bank give sponsorship for 101 week or for the whole year?

Travis: the whole year

Anne: where did we get other sponsorships?

Usama: Named other sponsors

Monique: *Reads budget lines*

Cecilia: What is EEF?

Megan: Engineering Endowment Fund, give money to various engineering clubs

Monique *Reads budget line*

Oli: Why are candy grams so different for different parts of the year?

Kim: Due to past budgets, a lot less people buy during Valentine’s day

Monique: *Reads budget line*

Noah: are we confident we will get this money from the EEF?

Kim: there is no guarantee but we will try our best, but we will also try to get external sponsorship

Quin (Speaking rights from Devon): why is our donation negative

Megan: we give donations

Monique: *Reads budget lines*

Monique: Take out budget line for Haunted House Party

Heemel: does the jacket budget include managers

Travis: No, the exec take priority covered in full depending on what the board decides. If it is more than $1200, then managers pay out of pocket.

Heemel: I would like to remove the budget line for Exec Jackets and exec team building

Monique: *Reads budget lines*

Heemel: what is technology fund for?

Tae: the lost projector

Monique: *Reads budget line*

Khatra: Pull out external sponsorship budget line

Khatra: does the merchandise budget assume all of our merch will be sold?

Travis: No

Noah: Is OEC based on travel?

Monique: Based on number of delegates we send. Transportation and lodging.

Eng Exec Jacket Discussion:

Heemel: $120 is a lot per jacket per exec especially when the managers are only an after though.

Travis: This is very close to our projected cost.

Tae: the budget has never been increased before, but the economy has changed

Travis: I budgeted this with the managers in mind.

Heemel: It doesn’t make sense that you guys are spending $1200 of student money on these. Especially when you compare to volunteer appreciation. Take into account exec team building compared to volunteer appreciation it seems that exec care more about themselves.

Travis: We wanted to appreciate managers elsewhere. We felt like we do an adequate amount of work to get jackets

Heemel: would you say spending money on exec retreat was a success

Tae: The amount of work we put it and dont get money for.

Khatra: how many people were at retreat

Charbel: 15-20

Anne: What happens at retreat

Megan: intended to transition new execs

Anne: what was the cost

Charbel: Retreat is to get a transition going. We pay for food, transportation, lodging.

Tae: There were 18 people and we had to pay for all of them. We tried to cut it as cheap as possible.

Heemel: In previous years, with the exception of last year, execs have paid a portion of the jackets.

Devon: The exec determined that it was possible to do the $1200.

Travis: I was under the impression that it was paid for as the budget line read and anything over is out of pocket

Khatra: It’s hard to justify paying that much when we have paid for hoodies in the past.

Anne: agrees with Khatra, an engineering hoodie from ESS is much less expensive than this

Travis: In the last 2 years, it was $900. As an exec we decided that we wanted to do jackets and not hoodies.

Heemel: We should put the budget back to what it would be for hoodies ($900) if you’re including managers, if not then less than that. If the execs want something better than that they should pay the extra.

Travis: The budget is already in surplus. You want it to be more?

Heemel: you aren’t guarenteed EEF or selling all the merch

Tae: There are also cases in here that we budgeted more for in case of issues.

Devon: we could get more from EEF. The exec has done enough as a whole to account for incidents, and put into budget as a fail safe.

Heemel: This budget is missing a contingency (5-10% of budget) which could put you in a deficit. Just because it’s a surplus doesn’t mean we have to spend it.

**Motion**: Heemel - change the budget line for exec jackets to $600 (only 10 exec) or $900 (10 exec with 6 managers)

**Amendment:** Change the budget line for exec jackets to $900 (split equally between 10 exec with 6 managers).

**Second**: Anne

Discussion

Monique: last year they budgeted $900, why are we cutting it by $300

Megan (Noah’s speaking rights): Last year the board chose to pay for the exec jackets because we had a high profit and the money would have gone to the SFUO

Devon: the ratio to include managers doesn’t make sense

Heemel: Previous years execs have contributed to jackets, with the exception of last year because of the surplus

**Motion:** Travis - Make the number of jackets 16 (10 exec, 6 managers).

**Second:** Khatra

Discussion:

Devon: this way of appreciation for the managers was not yet determined

Khatra: was there a line in the budget that accounts for the appreciation

Megan: no

Travis: When I pitched, I wanted 16 jackets.

Heemel: Amend the motion

**Secret Ballot**: Tae

**Votes:** 11 for, 2 against, 2 abstentions **motion passes**

Discussion on motion to change the budget line for exec jackets to $900 (10 exec with 6 managers)

Tae: The cheapest hoodie you will find in terms of ok quality is $24.99. If you ship it, it will come to $47.00. Without embroidery. The way to differentiate ourselves at events is for the jackets. Therefore the embroidery is a must. We don’t want bad quality. In the end. We are either going to get bad jackets, or pay a lot out of our own pockets.

Heemel: IEEE is getting embroidered hoodies and they are $35 and we are paying for it ourselves.

Travis: A lot of new information regarding previous years sweaters have come to light. I can agree with $900.

Devon: For clarification, the reason we spent money last year is because we believed we were running a profit. You had to reduce that to $1500. You spent this on jackets, 101 week debrief meeting, advertising, etc. This cumulatively was $1300. This is before you realized 101 Week buyouts weren’t included in last year’s budget, which was about $10 000. This lead to a deficit for us. I am just giving this as background information for people.

Khatra: The point of this is not due to whether we have it or not, but if it is ethical to use the money for this.

**Secret Ballot**: Noah

Iris returns: 4:35

**Votes**: 9 for, 4 against, 3 abstentions **motion passes**

Tae left: 4:38

Usama left: 4:38

## **By-Election Rundown** (Charbel)

Exec Team Building Discussion:

Heemel: can I have an expected revenue and expected expense for the whole budget

Heemel: Did any exec contribute anything specifically to the retreat

Devon: Vehicles, groceries, bug spray. So far I have only received a payment for gas.

Heemel: If you haven’t gotten anything back do you expect to.

Monique: Everything has been reimbursed.

Heemel: Has anything been contributed monetarily.

Charbel: No. The reason is because it fell within the previous budget.

Travis: Relative to last year, we have spent less money.

Heemel: How many people went to the previous retreat.

Charbel: 18

Kim: Some execs who we thought were going to show up didn’t. We found this out after purchasing food and renting.

Heemel: If you’re using money out of the fund, you have to do what’s best for the students. You are spending a lot less on volunteer appreciation. It looks like execs are having a good time for themselves and not appreciating volunteers.

Travis: a lot of the budget is lodging and driving

Noah: The volunteer appreciation is very different. Transition the exec is key to how well the student association will work. Our CSEC transition wasn’t the best this year and it is good for a meaningful transition to occur.

Devon: If you would like the ESS members that participated to give cash for the budget line, it is late (the event already happened)

Anne: If you choose to appreciate your volunteers one way its your choice. You chose to go off campus and have higher costs.

Rukyya comes: 4:48

Travis: exec are not close to the same as volunteers. We do a lot more work. It is not necessarily late to give money for retreat but it isn’t fair to those who believed they didn’t have to pay.

Heemel: how many execs were actually able to transition?

Heemel: do you think that it was effective if they weren’t able to properly transtion?

Anne: Travis brought up transition, and usually execs have payed for this so even if its less then before you should still pay and have it less in the budget.

Devon: The location was cheaper than last year.

Chef: it was $700 cheaper

Devon: A transition can’t necessarily happen in one day in a boardroom with the same effect that we had.

Kim: A lot of previous execs were supposed to go can couldn’t because they were sick. Sam Fields did an amazing job of transitioning people.

Charbel: the amount we saved was not $700 but it was still less. The venue could have been cheaper if we knew who was going.

Khatra: Was there discussion about execs paying a fee.

Devon: Each car had a designated meal/activity.

Charbel: (to Khatra) The mindset Isaac and I had is if it fell under the amount that we had saved last year then we would not pay. We saved $200 from last year.

Khatra: Where is that in the budget

Charbel: The receipt wasn’t paid to us so i don’t know how it would be included in the budget.

Liam returns: 4:50

Anne: in the past, what did execs typically pitch?

Megan: $35

**Motion**: Anne - Everyone **who attended** retreat pay $35 that people usually pay.

**Friendly Amendment**: Those who attended retreat (past and current exec and managers) can anonymously pay $35 to lower the budget line, if they so choose.

**Second:** Cecilia

Discussion

Travis: In my mind, I think it’s unfair to ask people who were told that it would be free, be asked to pay. Especially when we worked to make it less for them.

Kim: Making us pay several months later is unfair when you’re not expecting cost.

Heemel: Amend motion so that exec can pay $35 if they want to, anonymously.

Marianne: How would we pay anonymously.

Monique: I would set that up.

**Vote**: 15 for, 1 abstention **motion passes**

Heemel: Did we get numbers for revenues and expenses?

Monique: Yes.

Heemel: are we going to put a line for contingency?

Megan: To be discussed later.

External Sponsorship Discussion:

Khatra: What brought us to this estimate.

Monique: Based off on last years sponsors that we had.

Khatra: Contributes to a large surplus in this section.

Monique: That is due to student fees.

Khatra: did we maintain relationships from previous sponsors?

Alexis (Monique): Yes

Eng Ball EEF Discussion:

Khatra: we are asking for a lot more than last year. This seems like a high estimate

Kim: I am trying to get more because it is a large event. It is possible to not receive this but that is what we will be aiming for in presentations.

Charbel: We would like to have great events but not make our students pay a lot more. We are trying to make this eng ball have a very high standard so this is why we are asking for so much more.

Devon: All of the money that we make in this section of the budget goes towards the donation.

Khatra: I’m wondering if estimating $7000 is unrealistic.

Kim: I can’t budget something and ask the EEF for something else.

101 Week Handbook Discussion

Usama: Traditionally, the handbooks have not been included in the budget

Devon: just because Sandy’s budget didn’t have it doesn’t mean it isn’t in the budget overall.

Khatra stops proxying for Rukyya

Monique: Handbooks are part of 101 week therefore they need to be there in the budget.

Monique: If you want me to move handbooks to another area, where?

Usama: It should be in VP Comms budget.

Monique: we would have to rearrange the budget so that SFUO didn’t get the surplus

Cecilia left: 5:17

Lucas left 5:17

Kim: What is the point of this? Your budget isnt isolated, it just changes your and liam’s budget.

Usama: the only reason they were in the 101 week budget last year is because we were at a profit. 101 week should be at a profit not a deficit.

Devon: I put together the budget and didn’t account for it, which resulted in the deficit, however it happened and I think that it should be accounted for in 101 week budget.

**Motion**: Usama - Handbook budget line moved to from 101 Week budget to Advertising and Promtions budget line

**No second - motion fails**

**Motion**: Heemel - Include a line in the budget for the contingency to be 5% of the total expenses.

Chef: Where does the money come from?

Heemel: It’s included in the budget.

**Second**: Anne

Discussion:

Travis: if we do this, our budget runs a deficit

Devon: can we take money out of savings to cover the contingency.

Charbel: If we don’t get the money, then yes. It is strongly discouraged to touch our savings.

Kim: What were previous years contingencies.

Heemel: I think 8%

Monique: there was no line contributed last year

Megan: yes there was, would have been non-specified or float

Rukyya: how much of a deficit?

Travis: over $5000 deficit

Rukyya: can we lower this contingency to 3%?

Anne: Adding this is good at 5%, we shouldn’t do below what it normally is.

Devon: If we do that, we run a deficit and we can’t propose a deficit budget.

Anne: Can we try to get more sponsorships or other things.

Devon: We can but we can’t confirm any volume of money incoming.

Heemel: You can propose a deficit budget, it just probably wouldn’t be passed. Then it would go back to the execs/ VP fiance to reevaluate and bring to next meeting

Anne: The contingency would come in due to not certain things like lack of sponsorship

Travis: are you suggesting to increase projected sponsorship costs

Anne: Yes then you can have the contingency in the budget without requiring a deficit budget

Travis: can we add a sponsorship line

Heemel: no because you weren’t expecting that before

Noah: if we add a sponsorship line then we need to try to get it

Anne: I was using sponsorship to make more revenue, it was just an example

Heemel: can we have a numerical value for the 5%

Monque: The way the budget is set up is execs gives profit and expense.

Kim: Is the zeroing out of Eng Ball included in the contingency

Heemel: Yes

Monique: I need time to adjust the budget

Anne: how did they include a contingency before?

Heemel: in previous years, the contingency was already taken into account so they adjusted the budget lines accordingly

**Motion**: Heemel: 5 minute recess while Monique find numerical value of the projected contingency.

**Second:** Noah

**Votes:** Unanimously passes

Usama left: 5:38

Monique: Final contingency is $8374.12 (5% of projected expenses).

**Secret Ballot**: Noah

**Votes:** 10 for, 3 against **motion passes**

**Motion**: Devon - Remove $500 from the Staged winter budget line as well as $350 from the Staged fall budget line.

**Second:** Kim

Discussion

Devon: If we increase advertisement, we can fill Cafe Nostalgica. This event can be ran on $150 due to us having required equipment.

Kim: if you don’t fill, you get charged

Anne: have you already set a certain number of people to attend

Devon: Heemel has knowledge of cafe nostaglica

Heemel: It depends how much you quote them. It fills 100.

Devon: we would aim for 50

Heemel: it would work out to almost $40 per person if you’re expecting 100

Charbel: what if it’s not done at cafe nostaglica (for example, 1848)

Heemel: for staged, this fee wouldn’t apply because if it’s an open event then you wouldn’t have a fee

**Vote**: 10 for, 3 abstentions **motion passes**

Heemel: What is the total amount of contingency

Monique: $5222.90 is the new deficit.

**Motion:** Heemel - Omnibus and approve the budget.

**Second** - Noah

Discussion:

Liam: I don’t think we should approve if just because we want to leave. If we’re just going to approve because we want to leave its not the best thing.

Heemel: It’s not because of that, it’s because it’s an internal discussion among execs that doesn’t affect us.

Anne: If this is the budget will it get presented to the students. Would we not be able to change things.

Monique: anything to be changed has to be presented by council members at the next meeting

Kim: if we don’t approve it can we spend money?

Megan: Yes but only for necessary expenses

Travis: If this doesn’t get passed, I won’t order anything until we pass a budget

Liam: Is the chair supposed to be answering questions?

Megan: I can answer if no one does

Kim: what are we going to consider necessary?

Monique: if we don’t pass this, I won’t have a budget for my audit and we can’t move forward. If we do pass it, i don’t know what we’ll be facing. Maybe we’ll have deductions because they won’t have a proper projection

Heemel: the next board meeting doesn’t have to be in a month

Charbel: If the emergency meeting gets called, and only the exec shows up, can we pass?

Heemel: you have to meet quorum

Liam: If we reject this motion can we still make changes to the budget

**Secret Ballot**: Travis

**Votes:** 3 for, 10 against **motion fails**

Devon: You can alter the percentage of contingency without revoking the motion.

Travis: The budget got disapproved so the contingency is too.

Anne: Explore the option of looking over the budget and look over it at a later date

Kim: We should have a week or two to regroup and talk about the budget

Noah: It has to be at least 7 days from now?

Megan: We can do it next Sunday

Anne: Would that give everyone time to go over their budgets and come back with a proposed budget?

Devon: We can’t speak for those that aren’t present.

Liam: What was the contingency in past years and how much of it has been spent.

Megan: depends on the years

Kim: It is there in case

Liam: if we have never gone over in the past, should we budget $8000?

Devon: Last years was $9000, also 2 years ago we accidentally bought a bouncy castle for $5000. There have been instances of different situations on both sides occuring.

Travis: The bouncy castle was not taken out of contingency

**Motion**: Liam - to change the 5% contingency to a 1.5% contingency of the projected expenses.

**Second**: Travis

Discussion:

Kim: This is dangerous because it is so small.

Anne: can it be altered?

Devon: It can be increased if we get more money

Travis: it would be $2500 which is not excessively low

Monique: We could pass a budget with the low contingency and change the numbers at the next meeting

Kim: I get that $2500 seems like a lot of money, but we use percentages because it depends on how much we’re spending.

Monique: We’re not saying that $2500 is enough, we’re saying it’s presentable for now

Travis: The percentage of incoming is less so we will still be okay

Heemel: $1500 is a lot to screw up with, but $1500 divided by every line in the budget is how much you can screw up by. Right now the budget is going to be changing so what is the point of changing it when the budget currently works. The contingency is a set amount of expenses that should be set whether you’ll run a deficit or not.

Travis: by not passing this, it means you would rather the ESS not run?

Heemel: By constitution, a budget is approved here, if not then you bring it to exec meetings until the council can approve the budget.

Anne: Not including the contingency is an oversight and we can’t just manipulate it to satisfy the budget. Call to vote.

**Secret Ballot**: Travis

**Vote**: 4 for, 8 against **Motion fails**

**Motion**: Anne - Table this discussion until execs can rework the budget with the 5% contingency until at least 7 days from now.

**Amendment**: Table this discussion until execs can rework the budget with the 5% contingency until the next meeting.

**Second**: Oli

Discussion:

Anne: the next meeting is up to the exec to figure out

Liam: Will services be suspended until it gets approved

Heemel: nothing is suspended. It means that they work out finances internally until they can bring them to the council

Travis: I will not be doing anything as per my mandate.

Kim: That is a personal decision of Travis’. I will be continuing due to down payments.

Anne: Call to question

**Secret Ballot:** Noah

**Votes:** 10 for, 2 against **Motion passes**

## **Motion Template** (Charbel)

Rafi comes back: 6:35

Katie comes back: 6:35

Charbel: I want to implement a template so that you can bring up motions before meetings. Send an email to me or Megan. This gives the title, mover, seconder, why, whereas (motion), etc.

Liam: Is this what we will be using for any motion in the document?

Charbel: No

Marianne: This is the template ESSCO uses. It saves a lot of time for people to prepare discussion for.

**Motion**: Charbel - adopt the motion template to be submitted prior to future meetings.

**Second**: Kim

Discussion

Devon: call to question

**Voters:** 13 for, 1 abstain **motion passes**

## Varia

Travis: Liam and I are doing fantasy hockey, if you want to join you can.

Oli: What is varia

Liam: When will we be doing constitutional review? At the previous AGM it said it would be done at the start of the school year.

Charbel: After discussion, it seems redundant to have two in the same year. We were going to have a separate meeting for it or have it at the end of the year.

Liam: In the minutes of AGM you said you would schedule time.

Kim: Why would you like to have one now and at the beginning of the year.

Liam: People might not be here for the end of the year, so we may not be able to propose things.

Devon: we have to vote on constitution review, we have to vote on it and it has to be approved. We can generally only reach quorum at AGM. We can do a constitution review, discuss how it should be changed, and propose those changes at the next AGM. The changes won’t be voted in until next school year. The process can start now but it is not feaseable.

Monique: We can’t adopt constitution until quorum is met? If we can assemble 60 people, we can have a constitution change?

Devon: theoretically yes

Travis; you have to propose changes and it’s a long process

Kim: the people that won’t be here in 2019, why would they vote on something that doesn’t affect them

Travis: I don’t think this applies because if someone saw something that didn’t work, they can change it even if they won’t be here

Devon: You can’t just say you’re not allowed to have a voice. By us not having it we are denying them an opportunity.

Liam: If someone was away during this time they can’t have their voice heard.

Kim: it doesn’t apply until next year, and we don’t even know the numbers yet for quorum so we can’t hold it

Liam: because this is varia, we can ask questions

Megan: this would be a good opportunity to move on or to table it

Devon: I would advise you to talk to chef and decide when you want to start constitution review

**Motion**: Kim - Table this discussion until the next meeting of the board of directors in which we have the numbers required for quorum.

**Friendly Amendment**: Devon - Table this discussion until the next meeting of the board of directors in which we have been provided the numbers required for us to meet quorum for a meeting of members.

**Second:** Olivier

Discussion:

**Votes**: **unanimously passes**

## Adjournment

**Motion**: Travis: motion to adjurn

**Second**: Anne

**Votes:** 11 for, 1 abstain (Noah)

**Motion passes**