

Board of Governors Regular Meeting, October 5th 2017

1) Opening of the meeting 4:15 PM

2) Attendance: Joey Decunha, Malcolm McClintock, Tristan Renondin, Cammie Warner (CRO), Gareth Price, Ray, Pentcho Tchomakov, Vivian Campell, Thomas Hillyer, Alex Scheffel, Alec Thomlison, Bryan Gingras

3) Absence: Jessica McAvoy, Katharine Callahan, Tre Mansdoerfer

4) Adoption of the agenda

No amendments to the agenda

No objections to the agenda

5) Approval of the minutes of the last meeting

No objections to the previous meetings minutes

6) Announcements

No announcements

7) Actions items from the last meeting

Skipped due to brevity of the meeting

8) Presentations

None

9) New Business/Discussion Topics

a) Welcome to the Board

Pentcho Tchomakov: I want to welcome all the new members o the board, it's going to be a great year, so be it.

b) Motion re: Adoption of Electoral Calendar

Cammie Warner: Referendum and executive elections are two days, that's what this referendum was based on. If you think that's too short we can extend it.

Bryan Gingras: Would the referendum period be the same as the general election period?

Cammie Warner: I wasn't aware a winter referendum was necessary but we could do that

Vivian Campbell: Maybe plot suggested dates

Cammie Warner: It'll be the same format as the semester if that works

Vivian Campbell: We can amend come closer to next semester

Cammie Warner: I'll be manning the voting booth for two days but anymore would be unreasonable.

Vivian Campbell: Do we determine departmental elections, or do they do that?

Pentcho Tchomakov: It's easier to sync them up at the same time

Vivian Campbell: Cammie, do you think you could add them to the electoral calendar?

Cammie Warner: Sure, somewhere around early march? I plan on telling them the general timespan in which they should hold it and allowing departments to fill in the space accordingly. The plan is to do a social media campaign in lieu of postering, and no one would attend an info session as no one would attend. I'd like to create the general guidelines for "How to create a campaign" etc.

No objections to the motion

Carried by acclamation

i) Referendum Questions

- Vivian Campbell: When we brought the questions to council, the whereas clauses were lacking information on why the fee increases were what they were,
- Alec Thomlison: We passed the fee increase question, DTFC went through, incremental was problematic
- Vivian Campbell: Basically they asked why we were increasing the fee periodically as the fee was already larger than the cost of inflation? We could write it again to make it more clear, or maybe push it off until next semester
- Alec Thomlison: We tried to explain the fees purpose was to add stability to the budget long term. I don't think it's too much a loss as we haven't gotten explicit confirmation from mcgill we can do this
- Vivian Campbell: SSMU operates against an automatic increase, but that's an internal confirmation
- Bryan Gingras: We need to wait for the deputy provost to say it's ok
- Vivian Campbell: Jess should have an answer by now.
- Bryan Gingras: Jess messaged that she's sorry about the delay and will get back to us on it
- Pentcho Tchomakov: With the addition of the new Administrative Manager and the general concerns around dependence on OAP, on top of the fees not increasing over 10 years, we need to boost it. Then the incremental annual increase was for longevity so we don't need to pass a motion every time. EWB didn't get mentioned, but it was previously a perpetual fund which was not allowed by McGill; DTFC is to support design teams more.
- Tristan Renondin: Didn't we support the incremental fee increase to the DPSLL?
- Vivian Campbell: It's ok, we can pull it
- Alec Thomlison: Passing it by council in the first place was more of a nicety
- Vivian Campbell: We should try again though, if they don't like it then it probably won't pass through the general population. Do we want to still hold the second referendum question this semester?
- Cammie Warner: Have you considered reducing the overall fee increase so that the second referendum question could pass with less push back?
- Thomas Hillyer: Can you not re-submit or alter the questions?
- Vivian Campbell: Deadlines exist for question submission, approval, and passing. We could try asking it again next semester
- Tristan Renondin: When's the next council? Is it too late?
- Cammie Warner: We start publicizing tomorrow, so we need to decide by then. Council will be next tuesday.
- Tristan Renondin: How adamant was council against the question?
- Alec Thomlison: Around two thirds, most were confused and not comfortable with the lack of information
- Thomas Hillyer: What is the basis of the \$5 increase?
- Alec Thomlison: It's about 22.5% increase, which accounts for the 15-20% increase of inflation (depending on what numbers you look at). The supplemental was for financial sustainability overall.
- Thomas Hillyer: Stability is an ephemeral idea?
- Alec Thomlison: \$5 was a nice numbers
- Gareth Price: If we're looking at bringing this forward ignoring council's decision, what kind of precedent does ignoring the mset?
- Alec Thomlison: It's too SSMU
- Cammie Warner: You also don't lose anything by pushing it until next semester.

Pentcho Tchomakov: Next time it's in front of council, we need to be better prepared. I'm kind of surprised no one from the board was able to better represent the questions

Vivian Campbell: When I'm at council, I'm a ssmu rep and not a board member.

Alec Thomlison: I didn't formulate the question either and was unable to defend precise logistics

Joey Decunha: Alright if no one thinks otherwise, we'll respect council's decision:
This counts as the carrying of the electoral calendar.

Cammie Warner: If you could type the official questions to me as soon as possible that'd be great. I'm going to write an email to all students as well as create a FB page for elections EUS, an event for the voting period, and so on as my primary means of communication.

c) Board 101

Pentcho explains the use of slack, shared email, points to malcolm for the alternative.

Gareth Price: It'd be better personally if it was sent to my personal and I receive from the listserv

Vivian Campbell: Why can't we all have emails for each member?

Malcolm McClintock: It gets messy

Thomas Hillyer: I would recommend we go the route

Ray: Creating forwarding rules from each persons personal account would be possible.

Tristan Renondin: From my experience with Frosh, I think it works fine if we have forward rules.

Vivian Campbell: I think it's better if we all send emails from something identified as the board.

Thomas Hillyer: You can have the alias setup

Vivian Campbell: You can send and receive

Alex Scheffel: It's the exact same thing as it currently is, but it's in your personal account....

Malcolm McClintock: I think I know what we're all looking for, I can throw something together for you.
 This isn't a productive use of board time

Pentcho Tchomakov: For now we'll have the same structure.

Vivian Campbell: If you don't read emails, leave them as unread in the inbox.

Pentcho Tchomakov: For the drive, I thought it was legible because it made sense to me; that hasn't been the case so far. So in the "Work Space" folder is anything the board is working on. Legal is legal, governance is policies/bylaws/constitutions, the road map is a document outlining the initial purpose of the board (short term long term), meetings covers everything public facing at board.mcgilleus.ca

Pentcho Tchomakov: For Finance101, it'd be good if Alec was here, but you need to know about how it works.

Pentcho Tchomakov: Our banking partner is RBC, where we have two accounts, chequing and savings. In chequing is about \$4-5k. It's divided by a software into all our committees, clubs, and design teams accounts. Clubs & Design Teams & Departments have perpetual accounting, while committees get reabsorbed annually into the EUS Pool account.

In Savings, we changed it's nature to be an endowment fund, which is a low risk investing at 3-5%. It currently hold \$200k, but we have not checked on the growth since it's creation in March.

Vivian Campbell: If I'm an EUS group and I want to know how much money I have, how do I do that?

Pentcho Tchomakov: The accounting software has the summary of the accounts funds from the previous financial year +/- the revenues or expenses of the year so far. The printouts do not map your overall fund.

Vivian Campbell: So you need to ask for your liability account explicitly?

PT/Ray: Yes, that's how it's done in accounting.

Vivian Campbell: Whatever training my financial officer had was not sufficient.

Cammie Warner: It wasn't clear to groups who have the carryover, for committees it was fine.

Gareth Price: I was in the session, and for the most part people were not clued into the overall structure. It was more of a session to answer questions people had.

Vivian Campbell: This session right here is very important to my understanding of EUS finances. As the board we should review the list of accounts to see what's active or inactive

Tristan Renondin: I strongly agree, some parts of execs portfolio should be linked together. For example, the linking of MERTW and Frosh, which Mitch decided to unlink last year. It's good to consolidate in related groups or events.

Ray: The balance in chequing is very important. Groups cannot split up their accounts separate from the overall eus fund. Also, don't fire the bookkeeper, they're integral to keeping us in track. Those are three rules to standby; we're working under one account.

Tristan Renondin: It's great we have three current or previous vp finances present, we should do our best to make it sustainable now while we have the brain power

Pentcho Tchomakov: Cash flow projections for ups and downs for the day to day would be useful.

Gareth Price: Is there anything available beyond the financial guidebook? It covers how to do internal booking but doesn't go over the actual structure.

Pentcho Tchomakov: Financial Director.

Pentcho Tchomakov: I forgot to mention the SSF, which is about \$80k annually of which 20 percent goes to a short term account divided semesterly.

Legal stuff:

Pentcho Tchomakov: We used to have a lawyer, Filman, who got sick a lot. We met with the lawyer from CREIQ who charges much less (\$80/hr) and has experience with student groups in quebec. He's been helpful for services, and food, and taxes, and so on. We don't currently have a budget for legal activity, but we've attributed \$5k in the budget towards this effort in general.

Vivian Campbell: Doesn't our policy state that all our questions to the lawyer go through the board?

Pentcho Tchomakov: I thought it was board members and execs, wouldn't it be debilitating to go through the chair everytime?

Joey Decunha: I think we stated we would vote before contacting the lawyer

Vivian Campbell: The problem was making sure nobody asked questions to the lawyer we might already have the answer to

Alec Thomlison: We looked into it extensively but found it difficult to understand since it was all legalese

Pentcho Tchomakov: Kareem did contact me to contact the lawyer regarding Yapsody as it was time sensitive

Joey Decunha: As Jess was the only one against, perhaps we could change and solidify our internal policy next meeting.

Pentcho Tchomakov: Do some small research on what the difference between bylaws and policies are, who's allowed to enact them, and so on.

Ray: I've got a meeting in a few minutes, is there anything pressing we should discuss.

Pentcho Tchomakov: It's fine. Do you have any longterm goals on which we should focus on?

Ray: Not quite, I just wanted to see how the board was currently functioning, and it seems like everything is on track, I'm happy with how it's gone.

Vivian Campbell: We created a tasklist/wishlist system in the board folder, that could be a good document to set the tone for the year to come.

Pentcho Tchomakov: We're moving to fall and winter in which we want to finish the bylaws, add previous members (done), we need to hold a GA,

Thomas Hillyer: Why do we need a GA?

Pentcho Tchomakov: It's good practice to have one annually, as well as approving the nature of bylaws needs a GA to become finalized.

Vivian Campbell: Constitution and bylaws are in agreement regarding the superceding of GA over referendum in terms of representing general members

Ray leaves at 5:04PM

Pentcho Tchomakov: Why have an MoA team, we'd like to tackle budget review. For the winter, we'd like to have MoA finalized, maybe make all departmental constitutions similar, sort out all groups that are tertiary to EUS in an odd way (CSCE, PPO, Mining Games, and more). Translating the constitution into french is a personal goal. Then we can discuss any ideas the board internally has for short term or long term

Vivian Campbell: What bylaws do we have to do?

Pentcho Tchomakov: Selection has become a policy... I'm not sure.

Vivian Campbell: Can we assign working groups to some of these tasks?

Pentcho Tchomakov: For this semester (GA, MoA, Referendum) are all interlinked

Bryan Gingras: I'd like to nominate a group to be more involved with the GA

Vivian Campbell: Why does Jess think a GA was going to be in the winter semester?

Gareth Price: I'm not sure but I heard the same information

Vivian Campbell: We need to sort that out. A GA is called for by general members, which hopefully we can get into council's hands some time in the immediate future.

Joey Decunha: We need someone to make a website (malcolm), someone to determine voting method, check IDs, book a room...

VOTE: **Motion to strike a GA organization committee**
Seconded by Vivian/Pentcho
Bryan, Joey, Gareth, Pentcho, all nominated
No objections, committee is created.

Pentcho Tchomakov: Wishlist is more of discussion for long term plan, restructuring, SSF, student fees, design teams in the EUS, and so on.

Vivian Campbell: We still need to solidify the SSF long term application process, which right now just states to apply to the BoG.

Joey Decunha: That's more of a policy overall

Pentcho Tchomakov: Small guide to EUS 101, how in two pages you might be able to find where to start, subsection finances

Thomas Hillyer: Creating a large poster that has the execs and board on it so people know who the members are. I'll work on that

Gareth Price: Are we working for Board of Governors branding (e.g. swag?)

Vivian Campbell: We did discuss stickers at some points

Alec Thomlison: We decided stickers were silly and self satisfying

- d) Group Photo/Advertisement of the board

Group photo skipped this meeting. See above for discussion on publicity re: stickers.

10) Action Items

- a) **(Alec) make an event for budget review on eus page**
- b) **(Alec) remind execs about presenting budgets**

11) Reports

Skipped

12) Next Meeting

- a) Wednesday, October 11th @ 6 pm.

13) Closing of the Meeting 5:27 PM