

## LSS Meeting Minutes – November 13, 2018

### *Attendance*

Laura Edwards	President	X	Julia Genovese	2L Career Options Rep	X
Leyla Salmi	VP Student Affairs	X	Jeeti Bhupal	2L Articling Rep	X
Fabio McLeod	VP Communications	X	Maeve O'Neill Sanger	Co-Op Rep	X
Kurtas Welch	VP Finance	X	Emily Beggs	Social Coordinator	X
Afsana Allidina	General Secretary	X	Craig McCue	Social Coordinator	
Marissa Di Lorenzo	Sports and Clubs Rep	X	Mark Finnbogason	Health & Wellness Rep	X
Suzy Flader	Equity and Diversity Rep		Maddie Lusk	1L Rep	X
Maleika Jeewanjee	3L Rep	X	Brendan Noyes	1L Rep	X
Lola Churchman	3L Rep		Carolyn Belleau	1L ILSA Rep	
Steve Faryna	ILSA Rep	X	Laura Floyd	Accessibility Rep	

### *Absent:*

- Carolyn Belleau (proxy – ?)
- Craig McCue (proxy – Julia Genovese)
- Laura Floyd (proxy – Laura Edwards)
- Lola Churchman (proxy – ?)
- Suzy Flader (proxy – Afsana Allidina)

### **I. Call to Order & Acknowledgment**

- **Laura:** remember to maintain respectful communication in meetings
  - o Everyone is here as volunteers
  - o Please let everyone finish speaking; no interruptions
  - o Please raise hand and wait till Laura calls on you to speak

### **II. Ratification of LSS Meeting Minutes from last week**

- **Laura:** motion to approve minutes from last week
- **Jeeti:** seconded
- All in favour

### III. JID Committee Update

- **Brendan:** the committee began by making sure their actions didn't reinforce idea of a dichotomy
  - Changed identity from JID/JD relationship committee, to "respect and friendship committee"
  - Looked at creating safe space for all students
  - Got input from John, Val, Zubaida
  - Initial response plan: suggestion box forum for students to express to LSS (or the committee – not sure how to delegate this yet) where they feel there is something to be brought to our attention
    - Will allow us to better handle issues as soon as they come up, or mitigate them when they become an issue
    - Zubaida was on board with this
    - Val was on board and had some thoughts:
      - Should be very specific in the question we ask
      - If it is open to hearsay, it could lead to dangerous rumours and misinterpretation
      - Should only be personal experiences
  - Not sure about anonymity aspect yet
    - Will ask various questions (i.e. are you comfortable this to be shared with certain parties, etc.)
- **Emily:** suggestion box isn't focused solely on JID issues
  - i.e. Can be if someone says something disrespectful in your class, etc.
  - If there is a problem found, may consider something like bringing a facilitator to talk through issues rather than issue build up
  - Will talk to ILSA and see if anyone wants to join the committee in this
- **Laura:** is there anything we need to act on today?
  - **Emily:** right now, just trying to make sure everyone is on board with this, then will set up drop box and run it by necessary people

### IV. SoCo Update

- **Emily:** reminder that bouldering is tomorrow
  - If you can't come to that, they will be going to Grad House after for a beer
  - Parents event is next weekend
    - If you have any resources you want to get to parents, tell Emily or Craig
- **Laura:** is there more info on childcare initiative?
  - **Emily:** Suzy was going to make a card to hand out

### V. Yearbook Survey

- **Afsana:** Yearbook survey was sent to entire student body and 123 responses received
  - Question 1: Would you be interested in having a yearbook at the end of each school year?
    - Yes - 78 (63.4%); No - 45 (36.6%)

- Question 2: Would you be interested in being a part of a Yearbook Committee to help put together a yearbook?
  - Yes - 26 (21.1%); No - 97 (78.9%)
- **Emily:** could we form a committee, then tell them the budget issue and have them deal with it?
- **Jeeti:** do we need permission from every person who is in the yearbook to use their photo?
- **Kurt:** we should reach out to 26 people who were interested in helping with yearbook
  - **Afsana:** but survey was anonymous so we can't contact them
- **Maeve:** if we have concerns about privacy of photos, we could probably give out a notice that we are considering including pictures of students, and they should come forward and tell us if they don't want to be included
- **Jeeti:** where do we get photos from? Do they submit them?
  - **Laura:** typically people submitted photos, and class photos were used
- **Fabio:** last year, yearbook cost used to be covered because the company collected advertising from people and distributed it
  - Matter of funding now
  - **Laura:** discussion we had about this at previous meetings was to do it online and people could pay for printing if they wanted
- **Kurt:** we do have contract with the company for printing yearbooks still, since last year it didn't go through
  - Could they tell us that we owe them money from last year for printing, since we didn't fulfill the third year?
  - **Laura:** can Kurt take a look at this to confirm where we stand with this?
- **Laura:** do we want to form an LSS committee to look into these issues about yearbook?
  - This would likely be in the next semester
  - **Laura:** motion to form committee to look into yearbook issues to decide if we're going to do a yearbook
  - **Brendan:** seconded
  - All in favour
  - Fabio has offered to help next semester

## VI. Budget presentation and approval (continued from last week)

- Two broad issues to discuss and approve:
  - Broad cuts to overall budget
  - Cuts to winter welcome and community conference
- **Laura:** appreciate everybody's input from last meeting
  - She went away and did research to get answers for people's questions
  - A lot of it was mentioned on the "additional budget information" doc she sent out
    - \*\*See Appendix One at the end of these minutes for this document\*\*
  - Questions about mistakes and procedures with budget that have led to problems:
    - Charges made to FAST account hadn't been accounted over many years
      - We were lucky that Kurt caught this and fixed things
    - On budget spreadsheet, if something isn't tagged properly, it won't be factored in to budget

- Kurt put many hours into fixing this once it was caught
  - We are just students, not necessarily with an accounting background
    - Budget template is complicated; Kurt spent hours figuring it out
    - Mistakes are made
    - Need to move forward from this and not have blame game
  - LSS bylaws were changed last year, so our funding obligations changed
- Concerns about statements made in firm's sponsorship package contract:
  - "*The Social Orientation Committee will endeavour to put all funds raised towards orientation events, however, any small amounts remaining may be transitioned to the general budget of the LSS.*"
    - Included as a note at the bottom of package
    - No other contracts between LSS and firms regarding this
  - Past years used the same text in their package
    - Funds left over last year were \$5700, and year before was \$1000
- Concerns about being a society and carrying over profit/surplus:
  - *Society Act* states "*A society must not have, as one of its purposes, the carrying on of a business for profit or gain, but carrying on a business to advance or support the purposes of a society is not prohibited by this subsection.*"
  - What we've been doing is not for profit, and there is no other statement that bans us from taking surplus from previous year and carrying it over
  - Confusion may come from new policy in University Act that would result in the university taking 25% of the surplus of any funds located in a FAST account
- Broad cuts to budget equal \$2660
- Other major budget cuts:
  - 1L conference: \$1000
  - Winter welcome: \$4000
  - There were concerns that this is just targeting 1Ls
    - May be unfair characterization, since there were cuts across budget
    - Just spent \$35, 000 on 1L specific events (orientation)
    - Other parts of budget benefit 1Ls (i.e. potluck budget)
    - Grad takes care of itself, not funded by LSS unless there is shortfall
    - Not fair to say that students will suffer as a result of budget cuts
      - We granted more money to clubs this year than other years
      - Our budget changes every year and we have the freedom to change things up; may look different from the past

### *Discussion on Broad Cuts to Overall Budget*

- **Maeve:** clarification on what that "broad cuts to overall budget" refers to
  - **Laura:** broadly across the budget, like office expenses

- **Jeeti:** is the surplus there as a just in case piggy bank?
  - o **Laura:** it's there as a safeguard
- **Jeeti:** thinking about Josef's memorial, are there funds available if needed?
  - o We may be able to get someone to volunteer to make the plaque
  - o **Laura:** there are funds in the budget specifically for awards
    - **Kurt:** awards were cut significantly in budget, but getting one plaque built wouldn't be very expensive
  - o **Laura:** we have \$100 set aside for awards right now
    - Usually we just buy frames for certificates, which doesn't cost much
    - Hopefully we can fit plaque in this amount, but if not we can revisit this

*Discussion about Cuts to Winter Welcome and Community Conference*

- **Julia:** although one sole sponsorship package was sent to all firms, there was negotiation between Julia and the firms about what they got from the sponsorship on an individual basis (email) before invoices and cheques were exchanged
  - o Package didn't mention that 10% of proceeds now go to ILSA
    - Realized this bylaw change in the summer, after sending packages
  - o With ILSA proceeds and cuts from Winter Welcome, this amounts to over \$8000 of orientation sponsorship that isn't going to orientation
  - o Personally, it was Julia who negotiated and collected funds from firms, and it's her name that they dealt with
    - She doesn't want her name to be at stake if firms find out their money was not put towards what they were told
  - o Knows that firms won't be happy, especially platinum sponsors, if more than \$8000 doesn't go to orientation
- **Kurt:** there was talk last week about increasing budget number for Winter Welcome
  - o He would be comfortable bringing up budget to \$2000
- **Maddie:** doesn't like the idea of increasing ticket prices to \$10 for an iPod DJ and a photobooth with someone's camera
- **Emily:** if it is the 1L reps that do all fundraising for LSS going forward, if we do want to set the precedent of taking this money for LSS budget, we should add upper years/others to this fundraising initiative
- **Julia:** orientation planning/fundraising is way too much work for what it is right now
  - o Summer is filled with planning orientation and fundraising
  - o She fundraised with the assumption that money was for orientation, so now spending it on something else doesn't seem to make sense to her
- **Brendan:** still not entirely clear on purpose/rules about "rainy day money"
  - o Understands that it's supposed to be used for special circumstances
  - o In this situation, with bylaw changes, more students, and other budgetary issues, aren't these special circumstances?
    - o **Kurt:** it's not necessarily a rainy-day fund, it came about a few years ago after mistakes were paid back
      - Although partly for a rainy day, it is more for safety for future students
- **Maeve:** thinks there should be compromise

- Cutting  $\frac{3}{4}$  of budget for Winter Welcome is a huge cut, and it is evidently emotionally difficult and tiresome for some people on the Board
- There should be some flexibility so that the cut is not so substantial, but also understands concerns about the budget
- Concern that we're giving so much of LSS meeting time to budget, when the budget should just be vehicle to get on to other things
- **Leyla:** agrees that there should be a compromise to meet halfway
  - Maybe we can make a note about adjusting the budget for future years
  - Why do we have money left over from Orientation? Did we not use it for events?
    - **Julia:** there was \$5000 intentionally set aside for Winter Welcome, that's why there is money left over.
      - This is written as "re-orientation" for next semester in transfer memos
    - **Leyla:** This should be clarified going forward and the board should know this is set aside for Winter Welcome
- **Emily:** we should be careful about how we're talking about ILSA allocations
  - There is a bigger Indigenous population now too, so we should be careful
- **Jeeti:** concerned about comments made to firms
  - If we did tell them we are using their money towards X, its problematic for LSS and school if things don't go forward that were conveyed to them
- **Laura:** we've got an understanding of everyone's positions, we need to start talking about numbers
  - If we want to give more to Winter Welcome, we need to cut elsewhere
  - Only other place we can cut more is community conference (maybe reduce it to \$500 and make Winter Welcome budget to \$2500?)
- **Maleika:** why don't we dip in a little bit to surplus?
  - **Laura:** the \$2500 suggestion would also include dipping in
- **Kurt:** in the past, it wasn't that money was specifically allocated for welcome back, but sponsorship packages do say that winter welcome is an orientation event
- **Brendan:** in the interest of compromise, potentially willing to work with this number of maybe \$2500 for Winter Welcome
- **Maddie:** not comfortable with cutting Community Conference so significantly
- **Julia:** even if we added \$1500 to Winter Welcome, still leaves big chunk of money from Orientation that isn't going to what it was supposed to
  - Bending the lines and contracts isn't the solution to the problem with the budget
  - Unless LSS wants to write to all the firms and tell them about where funds would be used
- **Emily:** motion to vote on allocating the \$4000 to the Winter Welcome?
- **Maddie:** Brendan and her would also be conscious not to spend all the money and would give whatever is left back
- **Brendan:** if they were given the full \$5000, he thinks they would run much under that and make some back with ticket prices
  - Just have a concern about not wanting to get stuck with upfront prices, etc.
  - Happy to include people and keep them in the loop throughout the process
  - Asks that 1L reps be trusted with the \$5000 to bring most of it back
  - **Laura:** if they think they will spend less than that, why can't we just allocate less?

- **Jeeti:** can we compromise at \$3000 instead of \$5000?
  - o **Brendan:** can't speak for other reps, but would be comfortable with that
- **Emily:** amend her motion to set Winter Welcome at \$4000 total
  - o In favour: Leyla, Maeve, Maleika, Julia, Mark, Marissa, Emily, Brendan, Steve, Fabio, Craig, Maddie
  - o Against: Kurt, Laura, Laura F. Afsana, Suzy
  - o Abstain: Jeeti

### **Adjournment**

- **Laura:** motion to adjourn
- **Emily:** seconded

## Appendix One: Additional Notes for Budget Meeting

November 11, 2018

- Total cuts proposed amount to \$7660.00. Of this \$4000 was cut from the winter welcome and \$1000 from the community conference. All the other broad cuts made amount to \$2660.
- There was mention of the contracts that the LSS made with firms as part of fundraising for orientation (see pg 2 of the Nov 6 meeting minutes) The contract referred to is the Firm Sponsorship Package. Here is what the firm sponsorship package states:
  - " The Social Orientation Committee will endeavour to put all funds raised towards orientation events, however, any small amounts remaining may be transitioned to the general budget of the LSS."*
  - This statement was included as a note at the end of the overall package.
  - To my knowledge there are no other specific contracts in existence with each firm beyond the generic fundraising package that was sent to each firm.
  - In past years the funds raised at orientation have been rolled into the general budget. Last year this amounted to \$5,700, the year before that it was about \$1000 and in both years they used the same sponsorship package with the same statement that was used in ours.
  - This year we had an orientation budget of \$40,700; \$4000 amounts to just shy of 10% of the budget. Moving \$4000 into the general LSS budget is less than what was moved into the LSS budget last year both numbers wise and percentage wise (17%).
- Regarding the discussion about the *Societies Act* and carrying a surplus:
  - The *Act* states "A society must not have, as one of its purposes, the carrying on of a business for profit or gain, but carrying on a business to advance or support the purposes of a society is not prohibited by this subsection."
  - What we have been doing is not for profit.
  - The profit/surplus issue referenced at the meeting was about the issue with a new university policy enacted last year that would result in the university taking 25% of the surplus of any funds located in a FAST account. This caused quite the stir and the LSS had a lot of money in the FAST account as did the LCO. We no longer have money stored in the FAST account, it is in the LSS bank account instead.
- Regarding the claim that most of the cuts will impact the 1L's:
  - This is an unfair characterization of the LSS budget.
  - The LSS just raised and spent \$35000 on events for the incoming 1Ls and almost the entirety of the budget is set aside for all students including the 1L's (with specific 1L events funded from other areas of the budget other than the 1L's reps such as the potlucks).
  - The only budget item that excludes 1L's is grad, and that event is not funded by the LSS budget.
  - The 1L reps still have the largest overall budget in comparison to every other representative and student club.