

## LSS Meeting Minutes – January 29, 2019

### *Attendance*

Laura Edwards	President	X	Julia Genovese	2L Career Options Rep	X
Leyla Salmi	VP Student Affairs	X	Jeeti Bhupal	2L Articling Rep	
Fabio McLeod	VP Communications	X	Alex Masse	Co-Op Rep	
Kurtas Welch	VP Finance	X	TBD	Social Coordinator	
Afsana Allidina	General Secretary	X	Craig McCue	Social Coordinator	
Marissa Di Lorenzo	Sports and Clubs Rep		Preet Dhaliwal	Health & Wellness Rep	X
Suzy Flader	Equity and Diversity Rep		Maddie Lusk	1L Rep	X
TBD	3L Rep		Brendan Noyes	1L Rep	X
Jamie Allester	3L Rep	X	Carolyn Belleau	1L ILSA Rep	
Steve Faryna	ILSA Rep		Laura Floyd	Accessibility Rep	X

### *Absent:*

- Alex Masse (proxy – ?)
- Carolyn Belleau (proxy – ?)
- Craig McCue (proxy – Maddie Lusk)
- Jeeti Bhupal (proxy – ?)
- Marissa Di Lorenzo (proxy – ?)
- Suzy Flader (proxy – Brendan Noyes)
- Steve Faryna (proxy – ?)

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

### **II. Approve meeting minutes**

- Motion by Laura, seconded by Preet, passed by consent

### **III. Communication about LSS events and initiatives**

- Students who don't use Facebook are not getting information about events
  - o Must use LSS email

- Laura: been brought to her attention that significant number of students don't use Facebook, so when some events are only advertised on facebook, people are completely excluded
  - o Please make use of LSS email so all information is distributed through email too
  - o Send exactly what you want to Afsana and she can email it to the student body

#### IV. Yearbook

- Kurt: last year's yearbook didn't happen because of funding issues, but we still have a contract for one more year
  - o Received \$6000 bill last week for 1 more year, whether we do a yearbook or not
  - o We would need people to quickly put together a yearbook
  - o Potentially try to delay it for one more year so we have more time to put together committee, find additional funding, etc.
- Julia: in the past, did we charge students for the yearbooks?
  - o Laura: we had Legal Who, which covered costs and students got it for free
- Julia: if we have to produce a yearbook this year, we could charge students to help recover funds
- Fabio: Will's email from last year says they got \$8000 from Legal Who, which meant it was free for students
- Julia: we all gave info for Legal Who last year, what happened with it?
  - o Laura: the person just stopped contacting us and we never heard from her
- Fabio: VP Comm years ago created committee throughout the year and people submitted photos/content all year long
  - o Yearbook was put together throughout April to June, then distributed in September
- Floyd: what do we get from the yearbook contract? Do they do all design, layout, etc.?
  - o Kurt: they sent us a package a while ago (which is in the LSS office) with different font, layout, etc. options – seems like we choose the design and everything from their templates and they do it
- Laura: Qasim had idea of getting firms to advertise in the yearbook to generate revenue
- Julia: we haven't had second semester trivia like we did in the past, so we host this as a last-ditch fundraiser if we need money
- Kurt: if we could hold off the yearbook contract for a year, we would have more time to fundraise, make a committee and gather advertisements
  - o Leyla: if we try to extend for a year, it would be good to get that in contract/writing
- Preet: if we delay for a year, in September we should have people sign up for a yearbook, and maybe pay half at the start and then half at the end
  - o Julia: we could try to get a student from the beginning of the year who would be interested in taking photos at all the events
  - o Kurt: not all students will be here in September (co-op, exchange, etc.), so we just have to make sure that we advertise well so they would be aware of September yearbook sign-up
- Preet: if we have to do the yearbook this year, we could do an online drop box where people submit their photos

- Laura: last year they did an online submission for photos too
- Kurt: if we delay the yearbook money to the company for a year, they may possibly charge us interest
  - Brendan: if we have to pay now, we could just that paid contract for next year's yearbook instead of rushing to put together a yearbook
- Kurt: will let us know next week if they say yes to pushing it to next year

## V. Vacant positions and bylaw issue

- Laura: Laura and Leyla have resigned
  - Bylaws haven't contemplated a situation like this where President and VPSA both step down
  - New elections will be held by next month, so by the time we tried to do elections to fill these vacant positions, the new board would be elected already
  - Bylaws state that if President and VPSA agree it's not practical to host elections for a vacant position, president can appoint a member and then the board has to vote to approve this appointment
    - This has to be someone who is not a board member, because that would mean they'd hold 2 positions which is against the bylaws
    - Laura has asked around and no one wants to fill the positions
  - As of right now, there will be vacant positions for a month
  - It would be beneficial to have people look at bylaws to safeguard against this happening in future years
- Brendan: we could potentially move up elections, so that people taking new positions would take them at normal time, but people who are filling the 2 vacant positions could take them early
  - Laura: not sure if this is possible with by-laws
- Leyla: can we have interim board members?
  - Laura: no, bylaws are very strict that we can't because board members can't hold 2 positions
- Julia: if we don't fill the position, who is responsible for carrying out obligations? Can board members get together to fulfill the duties, or is this included in not being able to have more than one position?
- Maddie: what are the obligations of the President and VPSA?
  - Laura: running LSS meetings, meetings with Deans, running AGM, running elections
- Leyla: bylaws say that VPSA is the default for running elections, but it looks like we can appoint someone else as Chief Electoral Officer
- Preet: a board member could resign from their position and become interim president
  - Brendan: Would the person be restored to that position after? Or it would just expire at the end of the month anyways?
  - Maddie: if we did that, we would have to make sure that the new vacant positions' duties are filled
- Fabio: can we have a full list of all the obligations that are left?
  - Can still meet with the Dean on his own, but Laura/Leyla also received other info that he did not, so he might not have as much info to share as is necessary

- Leyla: also have to take into consideration timing needed for setting up election
  - o Need about a month
  - o New board is elected mid-March
- Maddie: are there restrictions on Chief Electoral Officer being someone who isn't running for a position?
  - o Laura: from by-laws, it could be anyone
- Floyd: with a quick glance at bylaws, can't be chief electoral officer if you're running for something
- Julia: wants to clarify that the main duties of the vacant positions are AGM, elections, LSS awards, monthly Dean meetings, chair LSS meetings
- Julia: seems most feasible option to either have someone resign, or collectively take it on as a board
  - o Laura: seems like collectively taking it on is most feasible, but she recommends everyone looking at bylaws and then deciding next week
- Julia: if you're on a co-op term, clinic, etc. (not on campus), can you be a board member?
  - o Laura: they need to be on campus
  - o Julia: Do you have to be physically in the meetings? (ex. video chat)
  - o Laura: this could be possible, but seems like person who is chairing meeting should be here
- Fabio: his transfer memo states that if the President and VPSA aren't present, he should chair meetings
  - o He could do this next week and make an agenda for next week
- Julia: motion to appoint Fabio as chair of next LSS meeting
  - o Seconded by Laura
  - o All in favour
- Fabio: send him info if you want it to be on the agenda for next meeting

## **VI. Other business**

- Floyd: hosting a disabled lawyer's panel on Feb. 14
  - o Dean was the first person to sign up
  - o Four lawyers will be speaking about their experiences as disabled persons navigating their legal careers
  - o Will be during lunch, serving sushi
  - o Maddie: FYI, ELC also has chili cook-off that day
- Leyla: she is very happy to help if we need her to run elections in March, a month before we want the board elected
  - o Would have to vote on this since she's not on the board anymore
  - o Or if we appoint someone else to do it, she's happy to meet with them
  - o Also still in touch with Emily and Craig to help with social coordinator positions if needed
- Maddie: follow up from Duke incident discussed last meeting
  - o The person approached the Duke's manager about the incident, but misrepresented themselves as an LSS executive and stated that the LSS did not want to host future events there
  - o Manager was not happy about this, and CC'd Maddie with reply

- There was no further communication after this
  - Laura: will respond back to the Duke manager saying that this wasn't an LSS executive who made the statement, and explain/apologize for the communication
    - Will also talk to the person who inaccurately represented
  - Laura: people who are not board members can't represent that they are executive members of the boards
  - Julia: people also can't say they're representing the board without the board's approval
  - Maddie: will also reach out to the manager and apologize and explain
- Motion to adjourn by Laura, seconded by Brendan, passes by consent