

LSS Meeting Minutes – March 5, 2019

Attendance

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

Absent:

- Kurtas Welch (proxy – Afsana Allidina)
- Suzy Flader (proxy – Afsana Allidina)
- Daniel Babcock (proxy – ?)
- Jamie Allester (proxy – ?)
- Alex Masse (proxy – ?)
- Preet Dhaliwal (proxy – Afsana Allidina)
- Brendan Noyes (proxy – ?)
- Laura Floyd (proxy – ?)

I. Call to Order & Acknowledgment

II. Approve meeting minutes

- Motion by Fabio, seconded by Julia, all in favour

III. Thank You to Social Coordinators Bon Spiel + Skit Night Recap

- Both events went really well
- The social coordinators will include feedback and tips in their transfer memo
- Curling:
 - o Curling club's instructors didn't show up, but they refunded us for this

- Skit Night:
 - o There was a bit of an issue with the tech and lighting, because the venue only had 1 person working this so they were stressed
 - The venue hadn't told us beforehand about needing anything in terms of the tech issues
 - o Overall, the event went well
 - o Ticket price went up this year
 - They still have to count and see how much they made from the event
 - Apparently some 1Ls felt it was too expensive for that kind of event
 - o The event didn't sell out

IV. Spin Class Event

- A 1L student who is a spin instructor offered to do another free spin event on March 12
 - o We would just have to pay \$315 for the room
- If we sell tickets for \$10 each, we could make \$340 if it fills up
 - o Capacity is 34 people
 - o We would need 31 people to sign up to break even
- We would need to talk to Kurt about whether we pay for this with the budget
 - o 1L reps had \$400-\$500 left over from Winter Welcome, could we reappropriate it?
 - o Would probably have to have it approved by today's meeting cause it's in a week
- Might not have interest in this kind of event at this time of year
 - o Many upcoming events, like Slaughter cup, grad, St. Patty's day, trivia
- We could do a preliminary sign-up list, and say the event can only happen if it is filled to capacity
 - o If we collected money in advance, we could use that as a deposit
- Seems like this is too rushed, close to other events, would take time to figure out budget - we should save this for next year
 - o Maddie will tell the 1L who made the suggestion that we appreciate her offer

V. AGM

a. Society Act Requirements

- AGM is set to be held on March 12 @ lunch in room 152
- Requirement that an annual report is submitted after holding successful AGM
- Societies Act states that we must have an AGM every 15 months, upon conditions set out in our bylaws
 - o Bylaws state that we must have an AGM and, if we do not have quorum within 30 minutes, we *may* reschedule the following week
 - Quorum has to be 25%
 - If we make a second attempt for an AGM, we need 10% of the population
- Kurt has booked a room for the following Tuesday in case we do need to hold a second AGM meeting

- We sent out a last minute email last week notifying the student body about the AGM because we realized that we are required to notify the student body at least 14 days before an AGM
- We currently have 404 law students
 - o 25% of this would be 101 students attending next week's AGM
 - May be difficult, since there seems to be 2 conflicts at lunch (resume prep session and OCI session for 1Ls)
 - o 10% (for a potential second AGM) would be 41 students
- All Board members are expected to go to the AGM next week
 - o We need quorum of board members, and show it is a valid attempt to have an AGM
 - o Kurt will have updated financial budget to present
- Even if we don't have quorum at Tuesday's meeting, we should still have election speeches that day so it doesn't waste people's time who planned for that
 - o Speeches may even be a big draw for people
 - o If quorum is not met, we will just do speeches, and then hold the rest of the AGM the following Tuesday (Kurt will present his updated final budget, etc.)
- Each Board member should try bring some friends out to the AGM
- If people who are running for positions cannot attend the meeting but want to say a speech, we can try to put their speech at the beginning
 - o We will also likely include everyone's photos and bios in the Deer Fraser so they can put their little blurb there

b. Food Budget

- Last year, they had \$400 for food (samosas) at the AGM, which was used as a really big push to get people there
 - o Julia has the contact number for the samosas, but she also knows of a closer restaurant to campus which might be cheaper, if we decide to go the food route
- We will attempt to hold the AGM next week but without food, and then if we have to hold a second AGM, we can potentially look at having food to draw people in for the second one

c. Task Chart

- Julia found a task chart last year for assigning board members tasks to help run the AGM
 - o Tasks examples: collect proxies, count votes as we go through for voting on anything
- Julia will send out the doc to have us board members signing up

d. Other

- We should really increase advertising for elections and sign up
- Afsana will send an email today with the vacant positions and a reminder to sign up
 - o Will include the document position descriptions from the bulletin board
 - o Emphasize that this is the big election of the year

- Should also let people know that speeches will be at the beginning of the event
- Should send out this email ASAP, and then over the weekend send a second email reminding about AGM happening

VI. LSS Awards Update

- Jeeti gave the awards committee the info for the new Josef Zagrodney award
- The awards set-up is fairly simple, it's all done through the LSS website
 - They will just send everyone an email with a hyperlink to LSS website, where people can read descriptions of awards and submit nominations
 - Nominations are sent to the VPSA email, so Julia/Brendan will need access to it, as they are unsure if we can refigure the website to send it to another inbox
- There are also 2 administrative awards voted on only by graduating class
 - We need to update the website to reflect who won last year
 - Terry Wuester 2018 award winner: Michael Litchfield
 - John McLaren 2018 award winner: Cheryl Lawrence
- We will cancel the last Tuesday meeting of the month (March 26th) and hold the awards meeting on the Friday (March 29th)
 - Hopefully next meeting we can vote on a definite time for the awards meeting based on everyone's availability

VII. 1L Conference

- 1L conference planning is rolling
 - They are waiting for confirmation of a few more speakers before advertising
- They are aware that the budget is modified to \$500

VIII. Transfer Memos

- Usually every position would do their transfer memo, send it to the President to be reviewed and edit, and then the President would send them to the new positions
- Since we don't have a president, could we just individually send it to our successor?
 - It is usually the new president who sends out transfer memos, so that they have a copy of every memo just in case, so this should be taken care of
- With the election coming up, we all need to have transfer memos done and sent to the President's email by the time we get election results, which is March 22
 - Gives us 2.5 weeks to get them done
 - We need to check with Kurt (since he is being forward the President's emails) if he is willing to keep a tally of who has and hasn't sent theirs in so we can send a reminder out before the 22nd

IX. Year End - Boring Things Task Force

- Committee was previously made for this event, so we should see if those people are still interested
- Floyd had some other thoughts to make this more accessible

- We will table the discussion to next week, when Floyd and more people are here

a. Extra Alcohol from Skit Night

- There is leftover alcohol from skit night, and some of it is boxed so it can be returned
 - o The rest that has been opened cannot be returned
 - o We could potentially use this leftover alcohol for this event
- Can we store the alcohol in the LSS office?
 - o Doesn't seem to be a rule not to
- We had a bit of a discussion early in the year to not have alcohol at the event – so maybe we should table this for next week too when more people are here

b. Discuss the Budget for the Boring Things Task Force

X. Other business

- We need to have more Board members at the meetings to make last decisions
 - o In the emails sent out to Board members each week, we should remind them to please attend
- End of year party:
 - o We haven't heard about any clubs potentially hosting an end of year party
 - o FemLaw was interested in doing another big event, but not sure if they would do a party as they might not have the budget
 - o Last year's event made money, and all of the proceeds were donated
 - o The last day of exams is the 24th, which is a weekday so renting a venue won't be too expensive
 - o Table this discussion and keep it on the agenda for next week
 - In the meantime, we should see if any clubs are interested in hosting
- When the grad speech survey was sent out, it reminded people to keep things democratic and not tell others who to vote for
 - o Would be good if 3L reps could send a gentle reminder about following this
- Andrew Bateman is making the wooden frame needed for the Josef Zagrodney award, and it would be nice to give him an honorarium to thank him
 - o Motion by Julia to allocate \$20 towards an honorarium to Andrew Bateman, seconded by Maddie, all in favour
- Fridge cleaning:
 - o We need better communication from LSS to the student body on when this will happen
 - o We can't give a date and time at the beginning of the week, and then change it to another day with only a Facebook post right before it is going to happen
 - o Afsana should confirm the date and time with the fridge cleaning people before sending out a reminder
- Seems like it's necessary to have a meeting on March 26 to discuss last decisions, otherwise we won't have another sit-down meeting at all
- Motion to adjourn by Fabio, seconded by Julia, all in favour