



commerce
undergraduate
society

CUS Exec Council Minutes

November 2nd, 2011

Start Time: 6:03pm

Present: Johannes, Jackie, Chris, DavidL, Dylan, Julie, Sara, Andrea, Aldora, (Graham, Emily)

Late: -

Regrets: -

IB Club Presentation, World Cities Night- see powerpoint

- This is held just before Chinese New Year, we expect a high turnout and for it to be a classy cocktail reception setting
- We have Peter Wong from Raymond James confirmed to speak
- This is valuable and applicable to many different career paths, and it brings together people from various backgrounds
- We're inviting professionals from engineering industries to also come to this event
- We have a \$592 shortfall, we've decided not to go with the hotel's catering and produce our own food, we're also expecting to spend \$40 for gifts for the keynote speakers as well
- In terms of revenues, as a conservative estimate we're expecting 100 members to attend and charging \$10 and 10 non-members to attend charging \$15
- The funding we are asking for is to cover administrative costs of the venue and to promote World Cities Night and the Sauder School of Business through brochures and print
- The room last year was compact, but a lot of professionals and students had to talk over each other to hear one another, given the patio and wider area of the venue we'll allow more room to network and talk

Questions/ Discussion

- David: you're going to bring your own food?
 - Yes, we had a meeting with the concierge at the hotel, if we cater with them and spend at least \$20 per person, she'd waive some of the room rental fee to \$750 from \$1250. The way we calculated the cost, it was cheaper to not cater, bring in outside food
- Andrea: did you guys get permission to bring your own food in?

- They gave us a menu where there are different options, if we buy things from the menu that are under \$10 and we don't get them catered it would work
- Julie: will that be enough?
 - It should be alright, we have an open bar as well
- Johannes: is \$762 enough to cover people for 2-3 drinks
 - Yes it is an unlimited non-alcoholic bar, they serve tea, water, juice, pop, etc and it is a flat rate
- Johannes: what are the alternative venues, have you signed with the hotel yet?
 - We have not signed with them
- Johannes: in its first year, World Cities was hosted in Koerner lounge and AMS catered, professionals came out and it didn't require people talking over one another
 - We've looked at other locations and hotels, we also looked at the Hyatt Regency but they weren't similar to the Shangri La, the other rooms haven't measured up, but in terms of cost we're looking elsewhere
- Johannes: what would the downside be to having this on campus?
 - Most of our professionals are downtown Vancouver, many will be in hotels downtown or live in the downtown area, they can commute but we may not get a higher turnout of professionals if we keep it on campus
- Julie: how many professionals did you have last year?
 - We had about 20 professionals, 80 attendees. This year we started earlier, and we've secured 7 professionals so far and we're still looking for more, we're shooting for 25 professionals
- Johannes: if you have 20-25 professionals coming out, how many of them would be willing to come out to a nicely laid out event in the CA Hall which you can book for free, bring in nice music, cut your venue expenses by 2/3rd, and for people that can't make it out to UBC pay for their cab fare. Before we look at giving you an extra \$500, we need to look at how we can make something of greater or equal value happen within our constraints
- David: did you budget your member subsidy?
 - Yes
- Dylan: I think the food expense is undervalued, even getting catering at UBC would be \$13-\$14 per person, I don't know how they'd feel about taking things off of the menu
- David: it depends on how much food you want to give people
- Andrea: how long is the event?
 - 6:30-8:30 on a Thursday
- Johannes: we have full access to the CA Hall, the dean brings out their networking sessions here, by saving money on the room rental you can increase your value of your dinner
- Andrea: I was at World Cities last year, the venue was a bit small but the food was appreciated and it was \$1200 and catered by the restaurant. There will be expectations of having more food again as last year
- David: if you do it in the CA Hall, you can have better catering, you'd have to account for other costs, go back to the key professionals, ask how they respond to hosting in the CA Hall and say that you can offset the cost of transportation
- Andrea: do you have sponsors for the event?

- We have a sponsor interested in putting us under their budget, we have a good relationship with this sponsor and we're still negotiating
- Andrea: if you looked into more sponsorship it'll alleviate your budget
- Richard: we've been holding every other event here on campus, having an event off campus in a formal setting is something we'd like to achieve
- Johannes: what is that extra value? What is the extra value of students dressing up formally in CA Hall vs. downtown? And is that extra \$1400 adding value to students?
- Richard: we want to tell people that we are a club that can pull off an event in a high-class place, yes the CA Hall is good, but downtown Vancouver is the central point of students and business professionals, and we have to account for students who don't live on campus. It's also a Thursday night, students in Sauder don't have classes on Fridays
- Dylan: if you're set on having it at the hotel, I still think the food expense is undervalued, I don't think you'll be able to bring in catering from outside but if you can it'd be \$14-\$15 per person, I don't know how Shangri La would like picking items from the menu. Do you have a rough estimate of the difference?
 - It would cost \$1500 more
- Dylan: I don't want you guys to be in a position where we give you \$500 and then something happens where you end up going over budget
- Johannes: when I ran World Cities night, we spent less than \$2000 on the event, on campus
- Julie: a lot of students attended this last year, if this year you guys hold it at the CA Hall what image does it set for students who went last year?
- David: what about Steamworks in Gastown? They have a private room that holds over 100 people and it's quite nice
- Dylan: that's not a bad idea, the way it's set up you wouldn't have interference with talking, the booths are more protected and in a circle
- David: and in terms of the bar you can give drink tickets to the professionals and the students can drink water
- Dylan: the thing with hotels is they always try and push these deals on you and I don't want to put you in a situation where it costs more
- Johannes: even taking away the open bar and subsidizing the food may be good
 - That's possible
- Dylan: so that would be about \$15 per person; I think you could see a \$15 justification per person if you went to Shangri-La
- David: two things to look into first, consider the CA Hall opportunity, personally I think that's a better option cost-wise and professionals are willing to come out, and the second option is going to Steamworks or another restaurant with a similar setting
- Dylan: or raise your prices for the hotel
- David: our wine and cheese cost Finance Club \$5000, right now we can't make a decision on whether to give \$500 or not, we need more information, and liaise with Julie on that, and then get back to her when you've obtained this information
- Johannes: think about your strategy as an organization, what you're trying to achieve out of this event, I know it's glamorous but think about what value students are getting out of the event
- Julie: if you get a new quote feel free to come back for another presentation

- Andrea: at the end of the day, it's your event, we're not pressuring you to host at UBC if you don't want to, we just think it's more cost-efficient, I think it's a more attractive option where you can pay for more food
- Julie: at the end of the day if people say the food was good then that means the event was good
- Johannes: we need to make a decision about whether we want to fund them or restructure
- David: lets go for restructuring
- Dylan: you'll have such a nice event at the hotel, but when there's little food it'll make it hard to make it a good event, and we want to put you in the position where if we gave you the money it'll be an amazing. If we gave you the \$500 we'd be putting you in a position to have troubles and we don't want to do it

Approval of Minutes

BIRT the CUS Executive Council approves the previous meeting's minutes dated October 26th, 2011.

Voting Phase

For: Unanimous

Minutes are approved.

Personal Updates

Portfolio Updates

- Andrea: Enterprize is looking at sponsorship, Jesse will be coming in and presenting to the board on November 14th, please fill out the link that I've sent you regarding mentorship, we're aiming to have a launch event at UBC Robson Square
- Johannes: I had a meeting with dean Dan about 24 hour access to Birmingham, we should have access soon

CUS Lounge Coffee Discussion- Julie and Emily- see powerpoints

- Julie: we have Thirst First and Aramark as our options
- For Aramark we have a machine that brews by the cup, called Flavia
- Dylan: the Flavia machine doesn't use fresh roasted coffee, it uses packets that you put into the machine, people might steal the packets
- David: how long does it take to make a coffee? It could take a long time, if you have a 10 minute break and 10 people getting coffee it'd be difficult
- Julie: everything else is the same in the presentation, we just had a new quote for Flavia, the second powerpoint is First Thirst, and they use "The Gourmet", but you can't put a mug in the machine, just a cup

- Johannes: The little cups that we have would allow this
- Dylan: it'd be good to be bit more sustainable though, could you put a block under the machine though and take the metal round thing out to allow for mugs to fit?
- Dylan: the company has non-organic coffee but it's more expensive than organic coffee, and they'll restock for us
- Johannes: what's the estimate of how much for each type of beverage?
- David: that's hard to estimate
- Johannes: lets say 40% of people will drink coffee, 20% will drink lattes, then 20% and 20% for the other two
- David: how much would it be to get a huge pot of coffee and leave it there?
- Julie: what if people want other things?
- Emily: I don't think people want coffee that's been sitting around for the entire day
- Johannes: even if 40% of people were drinking lattes, we're still under our \$15,000 budget
- Johannes: can the execs approve up to \$15,000 for Julie, Emily, Dylan and David to sit down with Thirst First and get coffee into our lounge?
- Johannes: who is comfortable with Thirst First vs. Van Houtte as another option?
- Dylan: I'm comfortable with Thirst First if they can provide us something similar to Van Houtte's machine
- Johannes: we can discuss this further after you've made a decision, we should look into security and perhaps coding? Students are paying \$500 for this building after all

Service Council Hoodie Woes- Jackie

Due to increased costs and lack of sizing options from lululemon, Jackie has received a recommendation from the execs to look into American Apparel or Me to We hoodies for the Service Council. Hoodies will be white with "Service Council" on the back, and the CUS logo on the breast.

Request for Funding for Dual Surveys- Dylan

- I would like funding to provide incentives for people to do the BCC survey. For first and second years I'll be asking the questions about whether they'd like a commerce-arts dual degree and I'll be asking third and fourth years on their opinion of the BCC. First and second years haven't been in that stage where they need this a lot yet, and I'll sort of be doing dual surveys at the same time, Seuree and I have come up with the dual degree questions, but given the BCC stuff was done on Monday I haven't been able to put out questions for the BCC yet just because I have to think about it a bit longer

Discussion/ Questions

- Johannes: for Com202 I'd say first years are one of the biggest users of the BCC
 - But they need different questions, and I think we were getting more feedback about different items on the BCC regarding getting the support and advice that they need to advance

- Sara: some things to ask/ keep in mind: do they like the advisors? What does the BCC offer and is it found to be beneficial?
 - Right, and it'll take me a long time to do this survey, whereas the dual degree survey is pretty simple, and there are a lot of questions that I could ask about the BCC and I feel that if I focus this more on the third and fourth years then I can focus these questions, so I wanted your feedback about this, and looking for a little bit of money to create incentives for survey
- Sara: Ruth gets good responses with \$5 Starbucks cards
 - I'm not looking for a whole lot of money too
- Sara: how do you want to structure it? If you say there are a large number of them people will be more inclined to fill out the survey
- David: how many cards do you want?
 - I was hoping for \$10 ones and 10 for each survey, so 20 cards and in total \$200

BIRT the CUS Executive Council approves funding \$200 for incentives to run two surveys to Sauder undergraduate students regarding the BCC and the proposed Arts/Commerce dual degree.

Voting Phase

Motion: Johannes, Andrea

For: Unanimous

Abstain: Dylan

Monday Discussion re: GRTF- Johannes

- I've been meeting with people about Monday's board meeting, and I think Monday's meeting was a good indicator of how our board and exec work together, and the things that are going well and not going well, I had a really good conversation with Selena and she gave a good third party perspective of what's been going on, first off she wanted to give a few shout outs to Chris for helping to push conversation in the right way, same with Tim and Jacky Leung, it's good to see our commitment to the team.
- I think what became clear, was that the board doesn't know what their job is, and their expectations have not been set and communications have been in place to explain what to do, the board as it currently exists has not been communicative and has not been executed as it should be, we've had execs dominating the discussion vs. board
- maybe we haven't given them the option to have a system for them to do their job, it's been a reactive board with no leadership, and one where the executives give their updates and the board sits and listens. Selena noted that it's hard for Jackie to do the speaker role and the executive assistant role, if you look at the attendance as well you've seen a lot of people who haven't come to over 80% of the meetings. Another thing is communication and processes for communication weren't expected, I think it took a while for Tim to bring up the point of what we were trying to figure out and what we were trying to achieve and it was clear that communication wasn't there.

- We took what was supposed to be a consultation and turned it into a big debate, a more productive way would be to note feedback and take it back to the GRTF at our meeting, the point was to gather information and come back
- I believe there's value in a first year perspective, Armin and Emmet came up with great points
- There is still a need for accountability for the board, the role of the speaker isn't as prominent, they have to be more accountable to the role as decision makers, the exec needs to be more accountable to the board
- The purpose of a board is to make that role happen- I think it's something we can really explore, we can put together a report of what we've done, and instead of having 30 minute long personal and professional updates, we can have a typed list and people can read beforehand and discuss
- If we have the right systems and processes in place, these are situations where students can make decisions, if they make effort to prepare and research, they can give good feedback. I think the next three necessary steps going forward given these thoughts: we still have to have a referendum to change a few things- to bring the speaker back to a member of the elected board, I think we need to clarify how the board functions and set up a system with reports, we need to change the turnover and transition phase, and I'm thinking it'd be valuable to put money towards bringing in a professional, legal perspective about how our current policy and procedures work, as great of a job Chad has done, and I'd love to hear what your thoughts are

Questions/ Discussion

- Graham: what do you want a lawyer to look over?
 - To look over the contract
- Graham: if you want it to stand in court then I'd say go for it, but if you want them to review it, I'm not sure if it's necessary, maybe talking to Sheldon might be good
- David: can Riki or Jacky Leung look over this?
- Graham: I talked to a lawyer I worked with over the summer, and they were asking what they should be looking for, I'd say you'd be better off doing this with someone in the AMS
- Johannes: we can talk to Sheldon
- Dylan: on Monday we had the board consultation, and previously we had the exec consultation, was the point to bring the same thing to the board and exec? Or was it to take feedback from the exec and take it to the board? I felt like you presented it, we gave you our feedback, then you went to the board with the same presentation, I'm not sure if the point was to present the same thing
- Johannes: as a point of information, Chad talked on the last slide about this; it seems like there's a lot of conflict with the structure at a whole, before we drastically shift, I'm thinking there are some things we can do procedurally
- Sara: I think smaller procedural steps and giving tools to the board to be successful
- Andrea: one interesting things that will come into play is the mentorship program we're starting, and it'll be interesting to see the accountability will work out, and maybe we can make adjustments accordingly

- Chris: people who have worked on the GRTF have put in a lot of work, but maybe presenting to the board was a little inefficient, but getting them to come to the GRTF is another thing (if they have a strong opinion, great, come to our meeting) and encouraging them that way would be efficient
- Johannes: this is similar to CSSEC where Jackie's been taking minutes since May and only a few meetings ago some opposition came up
- David: that's the flaw of this year's board, not the structure
- Julie: I agree with Chris and David, it's different when you're discussing something at the board, some people may be here to talk just for the sake of talking
- Chris: you want to make small manageable changes, but if you're going to do a referendum you want to go into overhaul and do it all at once
- Johannes: and that's why I'd be comfortable spending money to tidy up our constitution, we could also talk to Hubert Lai
- David: what are the next steps?
- Johannes: referendum will be November 28th, or would it be better to do it in the new year?
- Chris: it depends on the CSSEC referendum, we'd be having the town hall on the 14th and having small info sessions, but the issue that is pending is whether we'll have the referendum Jan/Feb or October of 2012. Johannes we need to you to talk to Dean Dan
- Johannes: if we happen to have 2-3 alums on the board, which might be a recommendation, then we need to have this by the 28th. If alumni goes through, it'll be starting in March
- David: then why don't we have the referendum in January? If you do it at elections you're guaranteed to meet quorum.
- Andrea: I think it should be in January, you need all of your details out if we're going to pick alumni, I think it'd be good to see how the mentorship program works as well
- Johannes: I think we need more exec input for this
- David: if we're going to the 28th we're rushing it, but if you're just making minor changes, that can be done on the 28th
- Johannes: if we're just adding a few alumni to the board and keeping the current board structure, and there was consensus about not having elected execs, but having alumni on the board, but I definitely don't want to be pushing this; lets put the referendum date to when elections are happening, regardless of the scenarios we're looking at, if we're having hired vs. elected executives, we don't need it immediately
- Chris: we should change the turnover date
- David: I like doing the minor reform and electing vs. hiring the speaker
- Graham: what about a smaller referendum in November, and if we decide to tack on the alumni referendum with the elections, then we don't have to hold a second referendum if we choose not to go in with an alumni
- Dylan: this may be a board decision, we can recommend but it's their decision, I don't see a problem with running this with the elections, it depends on CSSEC

End Time: 8:10pm