

1. CALL TO ORDER

Call to Order – 9:32 AM

2. TERRITORIAL ACKNOWLEDGMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Committee Composition

VP Finance (<i>Chair</i>)	Baljinder Bains
VP University Relations	Erwin Kwok
At-Large Representative	Jaskarn Randhawa
Board of Directors Representative	Gini Kuo
Board of Directors Representative	Yun Oh

3.2 Society Staff

Chief Executive Officer	Martin Wyant
Finance Coordinator	Lucy Zhang
Finance Coordinator	Kurt Belliveau
Administrative Assistant	Zoya Nari

3.3 Regrets

At-Large Representative	Jaskarn Randhawa
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Yun Oh arrived at 9:34 AM

4. RATIFICATION OF REGRETS

4.1 MOTION FAC 2017-10-16:01

Gini/Erwin

Be it resolved to ratify regrets from Jaskarn Randhawa (academic).

CARRIED

- Suggestion to possibly reschedule the Finance Committee meetings

5. ADOPTION OF THE AGENDA

5.1 MOTION FAC 2017-10-16:02

Yun/Gini

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

- To add under Discussion: 7.5 Financial Monitoring Reports

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION FAC 2017-10-16:03

Gini/Yun

Be it resolved to receive and file the following minutes:

- Finance Committee 2017-09-18.pdf

CARRIED

7. DISCUSSION ITEMS

7.1 In-Person Consultation Times

- Purpose: to inform members of the available resources
- In-person outreach to be conducted over a 2-week period
 - Board members to provide a summary of the feedback received from members through the tabling discussions
- Survey will be launched tomorrow as some minor changes need to be made according to feedback given by Board members
- Suggestions:
 - Bring the survey to the Club and Student Union social in early November
 - Reach out to the all the student groups on all campuses via the online platforms
 - Gather feedback from services that were previously used by members
- Students will be informed on the previous uses on specific line items according to Board related funds and will be given the chance to provide feedback on its possible future use
- Promotions will be conducted:
 - Through online platforms
 - Emails to volunteer lists from different committees
 - Committee tabling
 - To possibly have a tablet prepared for members to fill out the survey on the spot
 - Class, student union, and club visits
- Goal: 100 survey inputs compared to the 6 from last year

7.2 SFSS Bursaries

- Meetings have been conducted and a response is pending
 - Committee will be following-up after a within the following week
- The Emergency Aid Program for students must be fundraised dollars, not student dollars, which then lead to the in-depth discussion on bursaries
 - November 1 is the deadline for the SSEAF

7.3 SFSS Fund Analysis

- Purpose: to inform Board members on the different funds available for use and to evaluate motions that restrict fund usage, past usage, and possible usage
- Suggestion:
 - To possibly create a synopsis of usage
 - Create a report for Board of possible usage of specific funds that have not been used in the past years
- Currently waiting for the referendum question to be completed

7.4 Update on Credit Card Policy

- Credit card is currently being used for student groups and staff
- Proposal to have 2 separate cards
 - One credit card for Board, which will be controlled by the VP Finance
 - Second credit card for staff, controlled by the Financial Coordinators
 - Currently working on getting the SFSS name on the credits cards instead of individual staff member's names
- Update to be prepared by the end of the week

7.5 Financial Monitoring Reports

- A standard report that must be completed 3 times a year
- Finance committee to analyze the document before taking it to Board for a final approval
- Document to later be sent to the Finance Committee

10. ADJOURNMENT

MOTION FAC 2017-10-16:04

Erwin/Gini

Be it resolved to adjourn the meeting at 10:18 AM.

CARRIED