

## 1. CALL TO ORDER

Call to Order – 11:34 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 Board Composition

President .....	<i>Vacant</i>
VP External Relations .....	Jasdeep Gill
VP Finance .....	Matthew Chow
VP Student Services .....	Samer Rihani
VP Student Life.....	Tawanda Masawi
VP University Relations.....	Jackson Freedman
At-Large Representative ( <i>Chair</i> ) .....	Mohammed Ali
At-Large Representative.....	<i>Vacant</i>
Faculty Representative (Applied Sciences) .....	Kia Mirsalehi
Faculty Representative (Arts & Social Sciences) .....	<i>Vacant</i>
Faculty Representative (Business) .....	Jessica Nguyen
Faculty Representative (Communications, Art, & Technology) .....	Amrita Mohar
Faculty Representative (Education) .....	Cameron Nakatsu
Faculty Representative (Environment) .....	Russell Dunsford
Faculty Representative (Health Sciences).....	Christina Loutsik
Faculty Representative (Science) .....	Natasha Birdi

### 3.2 Society Staff

Chief Executive Officer.....	Martin Wyant
Campaign, Research, and Policy Coordinator .....	Sarah Edmunds
Administrative Assistant .....	Zoya Nari

### 3.3 Guests

The Peak News Editor Assistant .....	Amneet Mann
FNSA Council Representative .....	Matthew Provost

## 4. ADOPTION OF THE AGENDA

### 4.1 MOTION BOD 2018-10-12:01

**Jasdeep/Samer**

*Be it resolved to adopt the agenda as amended.*

### **CARRIED AS AMENDED**

- Add under New Business: 6.1 AMS Welcome Back BBQ, 6.2 Board of Directors and the Chief Executive Officer, and 6.11 Event Supplies

- Move Discussion item 7.4 Committee Updates in Board Meetings to New Business as 6.10
- Add under Discussion: 7.5 Arts and Social Sciences Survey, 7.6 Surrey Space Update, 7.7 Campus Safety Concern, 7.8 FNFA Pow Wow Cash Handling
- Add under In-Camera: 8.9 General Public Statement

## 5. MATTERS ARISING FROM THE MINUTES

### 5.1 MOTION BOD 2018-10-12:02

**Samer/Jackson**

*Be it resolved to receive and file the following minutes:*

- Council 2018-07-18.pdf
- Events Committee 2018-07-18
- Events Committee 2018-09-20
- Board of Directors 2018-09-28

**CARRIED**

## 6. NEW BUSINESS

### 6.1 AMS Welcome Back BBQ – MOTION BOD 2018-10-12:03

**Tawanda/Kia**

*Whereas the SFSS Board approved the agreement for the 2018 AMS Welcome Back BBQ;*

*Whereas section 3.B of the agreement stipulates the amount of the initial release;*

*Whereas section 3.C of the agreement stipulates that “SFSS accepts that any unsold tickets of the initial release, will be invoiced to the SFSS after the event”.*

*Be it resolved to approve up to \$13,362.86 from line 816/20 and up to \$25.14 from line 817/20.*

**CARRIED**

- There will be a little over \$35,000 left in line item 817/20 after this event
- Suggestion:
  - To create a report of the event: before, during, and after, for the next Board as this is the first time this type of collaboration has occurred

### 6.2 Board of Directors and the Chief Executive Officer – MOTION BOD 2018-10-12:04

**Cameron/Jackson**

*Be it resolved to appoint VP Student Services, Samer Rihani, as the primary point of contact between the Board of Directors and the Chief Executive Officer, Martin Wyant.*

**CARRIED/NOT CARRIED/CARRIED AS AMENDED**

- There have been meetings between the Chief Executive Officer (CEO) with the VPs
- Assigning one member to relay the information may be more efficient

### 6.3 Fall Lobbying Trip – MOTION BOD 2018-10-12:05

**Jasdeep/Samer**

*Be it resolved to send Jasdeep Gill, Amrita Mohar, and Russell Dunsford to the Fall Lobbying trip. Be it further resolved to spend \$1,535.55 from line item 820/20 for the Fall Lobbying trip.*

**CARRIED**

- Change x to: Amrita Mohar, and Russell Dunsford
- Change \$x to: \$1,535.55

- In comparison to the previous years, the cost has decreased by about \$200
- Suggestion:
  - The Campaign, Research, and Policy Coordinator to join again as they were found to be extremely beneficial in the previous one

#### **6.4 Build SFU Committees Membership – MOTION BOD 2018-10-12:06**

**Samer/Cameron**

*Whereas the former SFSS President was a member of the Build SFU committees and had been a co-chair of these committees;*

*Be it resolved to appoint Christina Loutsik to the Build SFU committees;*

*Be it further resolved to appoint Mohammed Ali as a co-chair of the Build SFU Building Committee and Build SFU Joint Steering Committee.*

**CARRIED**

- The position on the committees became vacant after the President left

#### **6.5 Surrey Campus Committee Membership – MOTION BOD 2018-10-12:07**

**Samer/Russell**

*Be it resolved to appoint Kia Mirsalehi and Natasha Birdi to the SFSS Surrey Campus Committee.*

*Be it further resolved to appoint Kia Mirsalehi as the SFSS Surrey Campus Committee Chair.*

**CARRIED**

- The current Chair stepped down

#### **6.6 FNSA Pow Wow Event – MOTION BOD 2018-10-12:08**

**Jasdeep/Jackson**

*Be it resolved to appoint Tawanda Masawi to the FNSA Pow Wow Committee to work directly with the FNSA on the planning and collaboration of their Pow Wow event scheduled for February 22-24, 2019.*

*Be it further resolved to provide SFSS staff support for the event.*

**CARRIED AS AMENDED**

- Change x to: Tawanda Masawi
- Based on FNSA Board meetings with VP Student Services and Faculty Representative (Science)
- Event to occur throughout February 22-24, 2018 to increase cultural inclusiveness and relationships between indigenous students
- Pow Wow is to include all indigenous nations but is open for all students to attend
- Currently working on the logistics of the event and seeking volunteers
- Board member assign to this committee will meet on a bi-weekly semester for the Fall semester then on a weekly basis during the Spring semester
- Staff may be able to provide support for the event once new staff is hired
- Amendment: “for February 22-24” and “Be it further resolved to provide SFSS staff support for the event”

#### **6.7 University Accessibility Event – MOTION BOD 2018-10-12:09**

**Samer/Jasdeep**

*Be it resolved to ask SFU for an update regarding current accessibility and safety around campus, and invite them to a further meeting to discuss future plans and change.*

**CARRIED**

- The current SFU protocol during emergencies for individuals who are wheelchair bound is to wait by the stairs until help is sent
  - Issue was brought up by the Sociology and Anthropology Council representative
- The previous Accessibility worker was working on a map with SFU that portrayed all the accessible routes
- It is noted that if a disaster were to occur, if and when, the Tank Farm is initialized on the mountain, students are to remain on campus for shelter until instructions are given
  - There is currently only one way to get up and down the mountain
- To possibly have a forum to discuss the issues and possible solutions/methods to advocate

**6.8 Hot Chocolate Week – MOTION BOD 2018-10-12:10**

**Natasha/Tawanda**

*Be it resolved to approve up to \$566.07 from line item 817/20 for the purchase of hot chocolate materials and supplies for a hot chocolate week-long event in October.*

**CARRIED**

- Change \$x to: \$566.07
- To occur next week in conjunction with Spooky Pumpkin Carving event
- Will be happening in either the Convocation Mall or the Academic Quadrangle
- Suggestion:
  - To possibly work with Renaissance, like in the previous year

**6.9 Spooky Pumpkin Carving – MOTION BOD 2018-10-12:11**

**Jessica/Russell**

*Be it resolved to approve up to \$1,300 from line item 817/20 for the Spooky Pumpkin Carving event.*

**CARRIED**

- The cost is an estimate including pumpkins
  - Currently working on gathering pumpkin donations from local farm markets, if not, farm markets that are further out
- Pumpkin carving kits are being purchased, which is made for ages 3+
- There will be a First Aid kit available in case injuries were to occur
- Concern:
  - Storage for the pumpkins, since there may be 100+

**6.10 Committee Updates in Board Meetings – MOTION BOD 2018-10-12:12**

**Jackson/Russell**

*Be it resolved to establish a section of every Board meeting prior to "New Business" and following "Matters Arising from the Minutes" entitled "Committee Updates" in which committee Chairs provide regular updates on committee progress and action.*

**POSTPONED**

- To improve communication between all committees Chairs and receive feedback from Board members
  - Will help hold Chairs accountable for their committees
- This will allow students to follow the progress of the committees

- Suggestion:
  - To possibly include working groups
  - Chairs to submit a mini report of what has been happening in the committees
  - To do quick updates in Board meetings
- It is noted similar information can be found in the committee minutes
- Concern:
  - Time constraints
  - Information overload
  - Sensitive information should not be publicized
- To be further discussed at the next meeting

#### **6.11 Event Supplies – MOTION BOD 2018-10-12:13**

**Samer/Natasha**

*Be it resolved to approve up to \$400 from line item 720/20 (Office Supplies Expenses) for hot water urns.*

#### **CARRIED**

- Will be helpful for current and future events since it is costly to purchase hot beverages from stores for every event
- To further discuss storage and maintenance of the supplies
- Will be located outside the Board office
  - To increase student engagement and encourage students and Board members to interact

## **7. DISCUSSION ITEMS**

### **7.1 FortisBC outreach proposal**

- An email was forwarded by Board about FortisBC donating \$5 Pacific Poke gift cards
- Suggestion:
  - Gift cards to be distributed to students
  - To go with the Food Bank
  - To reach out to FortisBC to see if there are any requirements prior to distributing the gift cards to students; such as branding

### **7.2 FNSA Board Development Session**

- A date to be decided on at a later time between Board members

### **7.3 Invitation to University Budget Consultation**

- Board members are invited to the pre-meeting and are encouraged to bring prepared questions that students find important
- Discussion includes, but is not limited to, changes to tuition fees
- Suggestion:
  - An email will be sent to councillors regarding the pre-meeting so that they may suggest questions that could be brought to the budget consultation
- It is noted that there will be an open budget consultation for all students to attend at a later date

### **7.4 Clubs and SFSS Board Communications**

- Suggestions:

- When incidents occur, a meeting with the club Executives to occur to discuss the issue(s) and set boundaries
- Incidents have occurred from Clubs toward Board members that create a hostile environment

#### **7.5 Arts and Social Sciences Survey**

- Came from the outreach initiative that occurred earlier this year
- A survey will be sent to the entire faculty
- A meeting with the working group will occur next week
  - Meeting will be open to Board members to attend and suggest questions
  - To suggest questions that could be added to the survey
- Results of the survey may or may not be made available to the Board
  - VP University Relations will be following-up

#### **7.6 Surrey Space Update**

- Councillors were concerned about the press release that appears to be static
  - It is noted that the agreement occurred early last year
  - There is currently no set date for when certain parts of the agreement will be made available to students
- The working group will be following-up with the agreement to gather the specific details of the progress of each stated item
- The Surrey Campus committee will be discussing the topic as well
- It is noted that students who mainly study at the Surrey Campus have a different student ID that allows them to enter the campus after hours
  - Non-Surrey campus students have to call Campus Security

#### **7.7 Campus Safety Concern**

- VP University Relations will be following-up with the individuals who brought the concern
- University committee is currently working on campus safety
- Suggestions:
  - SFSS to provide support to the students
  - Advocate what to do during similar circumstances

#### **7.8 FNSA Pow Wow Cash Handling**

- Reviewed the budget and logistics of the event
  - To identify the specific details of the prize money; such as the requirements and the criteria for the winner
- Dancers and drummers will be receiving prize money if they win
- Suggestion:
  - To provide cash to the individuals on the day of
- A process will need to be determined at the next Finance and Audit Committee meeting

## **8. IN-CAMERA**

### **8.1 MOTION BOD 2018-10-12:14**

**Jackson/Amrita**

*Be it resolved to go in-camera for the remainder of the meeting.*

**CARRIED**

- 8.2 Space proposal
- 8.3 Incident reporting
- 8.4 Rotunda groups
- 8.5 Priorities Re: SFU
- 8.6 External organizations working groups
- 8.7 HR - Communications
- 8.8 HR – Committee
- 8.9 General Public Statement

## 9. EX-CAMERA

### 9.1 MOTION BOD 2018-10-12:15

Amrita/Jackson

*Be it resolved to go ex-camera.*

**CARRIED**

## 10. ATTACHMENTS

- Spooky Pumpkin Carving Event Proposal.pdf
- attachment 1.pdf
- Fall 2018 Provincial Lobbying.pdf

## 11. ADJOURNMENT

### MOTION BOD 2018-10-12:16

Jasdeep/Amrita

*Be it resolved to adjourn the meeting at 3:05 PM.*

**CARRIED**



## Alma Mater Society of U.B.C.

**M21279**

The University of British Columbia  
Room 3500, 6133 University Boulevard  
Vancouver, B.C. V6T 1Z1  
Attention: **Asad Ali**

Bill To: Maggie Benston Center 2270  
Simon Fraser University

[vpstudentlife@sfss.ca](mailto:vpstudentlife@sfss.ca)

GST #119460632  
PST #1001-3700

**Re: BBQ**

Customer No.	Invoice Date	Invoice No.	AMS Department		
	10-Oct-18	21279	Finance		
GL Code	Description		Rate	Quantity	Price
	Welcome Back BBQ ticket remainder. Simon Fraser Student Society				\$12,750.50

**PLEASE RETURN ONE COPY OF INVOICE WITH PAYMENT  
PAYMENT IS DUE WITHIN 30 DAYS OF INVOICE DATE  
INTEREST CHARGES AT THE RATE OF 18% PER ANNUM WILL APPLY TO LATE PAYMENT**



## Fall 2018 Provincial Lobbying

On behalf of the Simon Fraser Student Society, three representatives will go to Legislation in Victoria with UBC AMS, and the BCFS to lobby for students issues. The purpose of this lobby trip is to secure funding for student advocacy issues and to openly discuss them with the provincial government, while introducing the SFSS to the BC Legislation.

**Where:** BC Parliament in Victoria

**When:** October 30th to November 2nd

**Who:** Jasdeep Gill, Amrita Mohar, and Russell Dunsford (October 31 to November 2 only)

**Cost:** See below

	Item	Breakdown	Total Cost
<b>Hotel</b>	Chateau Victoria Hotel	\$197.10 x 3 nights	\$591.30
	Taxes	\$33.82 x 3 nights	\$101.46
<b>Transportation</b>	Gas	\$120.00	\$120.00
	BC Ferries (see details below)	\$238.20	\$238.20
	Parking (\$15 per night)	\$45.00	\$45.00
<b>Food</b>	\$20 per meal for 3 meals a day (Jasdeep and Amrita)	\$60.00 x 3 days	\$180.00
	\$20 per meal for 3 meals a day (Russell)	\$60.00 x 2 days	\$120.00
<b>Contingency</b>	10% of total trip cost	\$1,395.96 x 10%	\$139.59
<b>Total cost for 3 people:</b>			<b>\$1,535.55</b>
<b>Cost per person:</b>			<b>\$511.85</b>

### BC Ferries Breakdown:

VANCOUVER Tsawwassen Terminal		9:00 AM Tuesday October 30	VICTORIA Swartz Bay Terminal	
<b>VEHICLE</b>	Standard vehicle under 7Ft (2.13m) high			<b>FARE INFORMATION</b>
<b>VESSEL</b>	<a href="#">Coastal Celebration</a>			20' Standard vehicle under 7Ft (2.13m) high
<b>DEPART</b>	Tsawwassen	9:00 AM Tue Oct 30 2018		2 12 yrs+ \$57.50
<b>ARRIVE</b>	Swartz Bay	10:35 AM Tue Oct 30 2018		1 Reservation Fee * \$34.40
				\$10.00
				<b>Total for this sailing \$101.90</b>
			<b>Due at terminal: \$91.90</b>	Due now: \$10.00
			vehicle & passenger fares	reservation fee

#### PASSENGER (Foot or Vehicle)

12 years or older  
5 to 11 years old  
Under 5 years old

17.20  
8.60  
FREE

VICTORIA Swartz Bay Terminal		5:00 PM Friday November 2	VANCOUVER Tsawwassen Terminal	
<b>VEHICLE</b>	Standard vehicle under 7Ft (2.13m) high			<b>FARE INFORMATION</b>
<b>VESSEL</b>	<a href="#">Spirit of British Columbia</a>			20' Standard vehicle under 7Ft (2.13m) high
<b>DEPART</b>	Swartz Bay	5:00 PM Fri Nov 2 2018		3 12 yrs+ \$57.50
<b>ARRIVE</b>	Tsawwassen	6:35 PM Fri Nov 2 2018		1 Reservation Fee * \$51.60
				\$10.00
				<b>Total for this sailing \$119.10</b>
			<b>Due at terminal: \$109.10</b>	Due now: \$10.00
			vehicle & passenger fares	reservation fee

## **Spooky Pumpkin Carving Event Proposal**

### **Event Description**

An event open to all SFU students where they are able to carve pumpkins and hang out with the SFSS Board of Directors. This event is by donations with all proceeds going the SFSS Emergency Food Bank. Furthermore, to increase awareness of SFSS initiatives, there will be a social media contest where students will take pictures of their carved pumpkin and #SpookySFSS for a chance to win a Starbucks gift card.

### **Event Details**

- Date: October 23-25
- Time: 11:30AM-3PM
- Location: Convocation Mall has been requested (WMC Atrium as back up)
- Event Lead: Jessica Nguyen
- Event Support: Maneet Aujla, Hattie Luo, and Christina Lee
- Expected attendance: ~100 students (30 per day)

### **Event Logistics:**

- Minimum of 3 Board members or At-Large Reps at all times of the event
  - Board members will be wearing board jackets to be easily identified for students to engage with
  - Presence will also for 1 hour before the event for set up and 30 minutes after event times for clean up
- Requests sent to local stores for pumpkin donations (considered as Variable Cost in Budget)
- Requests sent for pumpkin carving supplies, garbage bags, and candles sponsors
- Request sent for 6 long tables and 16 chairs through SFSS Student Office
- Speaker needed for music
- Events Committee will also providing a hot chocolate station

## Event Budget

Spooky Pumpkin Carving Event October 23-25 2018					Attendees		Projected
					SFSS Directors		13
					Club & Student Unions Execs		100
					Total		113
Revenue		Revenue Per Person			Total Revenue		Notes
		Units	Unit Price	Projected	Projected		
1	Ticket Sales			0.00	0.00		
				0.00	0.00		
2	Internal Sponsorship			0.00	0.00		
	SFSS Sponsorship			0.00	0.00		
	SFSS Core Funding			0.00	0.00		
3	External Sponsorship			0.00	0.00		
TOTAL REVENUE				0.00	0.00		
Variable Expenses		Cost Per Person			Total Cost		Notes
		Units	Unit Price	Projected	Projected		
1	Subject to Donations:			8.85	1,000.00		Very unlikely to happen!
	Pumpkins	100	10.00	8.85	1,000.00		
			0.00	0.00			
2				0.00	0.00		
3				0.00	0.00		
TOTAL VARIABLE EXPENSES				8.85	1,000.00		
Fixed Expenses		Cost Per Person			Total Cost		Notes
		Units	Unit Price	Projected	Projected		
1	Candy			0.20	22.95		
	Nestle Minis	1	12.97	0.11	12.97		
	Tootsies + More Mix	1	9.98	0.09	9.98		
2	Supplies			1.27	143.94		
	Candles	1	5.97	0.05	5.97		
	Garbage Bags	1	2.97	0.03	2.97		
	Pumpkin Carving Kits	10	13.50	1.19	135.00		
3	Giveaway			0.13	15.00		
	Starbucks Gift Card	1	15.00	0.13	15.00		
TOTAL FIXED EXPENSES				1.61	181.89		
	GST (5.00%)		5.00%	0.52	59.09		
	PST (7.00%)		7.00%	0.11	12.73		
TOTAL EXPENSES				11.09	1,253.72		
Net Deficit				-11.09	-1,253.72		