

## 1. CALL TO ORDER

Call to Order – 3:13PM

## 2. TERRITORIALACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x<sup>w</sup>məθk<sup>w</sup>əy̓ əm (Musqueam), Sḷk̓w̓x̓wú7mesh Úxwumixw (Squamish), Sel̓l̓witulh (Tseil-Waututh), k<sup>w</sup>ik<sup>w</sup>əł̓ əm (Kwikwetlem) and q̓ic̓ə̓y̓ (Katzie) Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

## 3. ROLL CALL OF ATTENDANCE

### 3.1 Committee Composition

President ( <i>Chair</i> ).....	Osob Mohamed
VP External Relations .....	Samad Raza
VP Finance .....	Corbett Gildersleve
VP Student Life.....	Jennifer Chou
VP Student Services.....	Matthew Provost
VP University Relations.....	Gabe Liosis

### 3.1 Society Staff

Transition Manager .....	Lawrence Jones
Building Manager .....	John Walsh

## 4. ADOPTION OF THE AGENDA

### 4.1 MOTION EXECUTIVE 2020-07-29:01

**Samad/Gabe**

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

**CARRIED AS AMENDED UNANIMOUSLY**

- Add Discussion Item 5.6 Accessibility Coordinator, and 5.7 Surrey Food Hub, 5.8 SUB Staff Office Allocations, and 5.9 SUB Staffing Ideas.
- Discussion items were rearranged to accommodate the attendance of other meetings
  - SUB Staff Office Allocation Update and SUB Staff Ideas moved to beginning of discussion.

## 5. DISCUSSION

### 5.1 SUB Staff Office Allocation Update

- Building Manager has been giving tours of the SUB to staff.
- Feedback given was that finance coordinators were happy to have their own individual office, and there should be an office designated for the MSC Clubs at the general office in order to provide more support for student staff.
- There was a request from MSC Events regarding the storage rooms for all the events

equipment.

- MSC Events has requested storage space on the third floor but storage might be limited but everything will be sorted out soon.
- Transition Manager has been in conversation with coordinators and student staff regarding different needs of everyone once the building starts to open.

## **5.2 SUB Staffing Ideas**

- Building Manager and VP Finance have been in conversation regarding staffing models for the SUB.
  - There are five different staffing models that could be operated in the SUB
  - The best model is to hire 3 full-time coordinators for the building only
    - Tasks would include;
      - Opening and closing the building
      - Looking after the shared areas for operation oversight – and a designated point of contact
      - Operational oversight for events
  - This excel being passed around is for a full-scale operation.
    - Considering Covid-19, and the SUB not being opened to all members of the society yet, existing staff would be able to carry out the day-to-day tasks for the SUB.

## **5.3 SUB Lease Updates**

- President and VP Finance have been in conversation with different groups and rearranging rooms for them in the SUB.
- Draft leases from the previous Build SFU General Manager were given to the President and there needs to be some small adjustments made regarding the timeline of the leases.
  - A second legal opinion will be given before drafting up new leases with any groups.

## **5.4 Changing signing authorities**

- President reached out to the bank to remove the old signing authorities and to reinstate the Transition Manager with signing authorities.
- There will be more communication given to the committee when there is more concrete information.

## **5.5 Preparing for upcoming development session**

- VP Finance has been in contact with a potential facilitator for the Board.
- This development session is intended to help the Board solidify their year plan and to make sure that their campaign promises are being fulfilled.
- This development session will also be looking at re-centering the strategic plan as well.

## **5.6 SFSS Rebranding**

- Because of the new SUB building it brings the opportunity to rebrand the SFSS.
- This means rebranding the SFSS identity and what it truly represents.
- The idea of competition of the SFSS does not seem ideal because everyone would have different identities of the SFSS.
  - Plus this rebranding might delay the opening of the SUB.
- VP External suggested hiring external designers to create new logos and branding, then the membership can choose from a selection of graphics.
- SFSS President is concerned about the leadership of this project and decisions need to be made quickly – as the soft opening of the SUB is scheduled for mid-January.
- Considering we are still in a global pandemic, we need to budget accordingly on how much the

- Board wants to spend on rebranding.
- SFSS President suggested hiring a freelance student graphic designer.
  - VP External thought that it would be a good idea, but also stressed that the Board needs to make sure they have a good portfolio and communicate the identity of the SFSS.
- Building Manager reminded the committee of the merchandise that is currently already branded and they need to factor in the costs of rebranding.
  - Building Manager suggested to connect with MSC Events and Communication Coordinator to sort those figure out.
- Building Manager said that the committee could use the year to give out all the branded material and during this time work on new rebranding the society, therefore not constricting themselves to time.
- VP External Relations will be taking a lead on this project.

### **5.7 Accessibility Coordinator**

- In the accessibility committee, some members expressed that the designated assistant is only part time and that might not be enough for all the goals of the accessibility committee.
- VP Student Life brought up hiring a Accessibility Coordinator as it would greatly benefit the accessibility committee and any other accessibility groups (DNA).
- VP Finance envisions seeing the coordinator being the contact person for the primary space for accessibility student support.
- The designated assistant's main responsibility would be to work on developing the appendices for the accessibility policy.
- The coordinator would be responsible for being the point of contact for anything accessibly and accessibility justice.

*\*Gabe Liosis and Corbett Gildersleve left at 4:30PM*

### **5.8 Surry Food Hub**

- Emergency Response group launched their first day at Burnaby.
- VP Student Services stressed that these services should be across all campuses.
- VP Student Services have been in contact with staff at the Surrey Campus, and they would love to collaborate with the SFSS.
- There are two options for the Surrey Food Hub.
  - Please see briefing note for more details of the options.
- SFSS President would suggest checking with VP Finance regarding the financial side of starting this project.

## **6. ADJOURNMENT**

### **6.1 MOTION EXECUTIVE 2020-07-29:02**

**Samad/Matt**

*Be it resolved to adjourn the meeting at 4:45PM.*

**CARRIED UNANIMOUSLY**