

1. CALL TO ORDER

Call to Order – 1:06pm

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəy̓əm (Musqueam), Sḵw̓x̓wú7mesh Úxwumixw (Squamish), Selílwitulh (Tsleil-Waututh), k^wik^wəł̓əm (Kwikwetlem) and ǰícəy̓ (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 Equity and Sustainability Committee Composition

Acting VP Equity and Sustainability (Chair).....	Arthur Lee
VP External and Community Affairs.....	Eshana Baran
Ex-Officio.....	Helen Sofia Pahou
Linguistics Councillor.....	Alev Maleki
Philosophy Councillor (Vice-Chair).....	Ashley Flett

3.2 Society Staff

Administrative Assistant.....	Riane Ng
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3.3 Regrets

VP External and Community Affairs.....	Eshana Baran
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4. CONSENT AGENDA

4.1 CONSENT AGENDA

Be it resolved to adopt the consent agenda by unanimous consent.

CARRIED UNANIMOUSLY

4.1.1. RATIFICATIONS OF REGRETS- MOTION ESC 2022-10-17:01

Be it resolved to ratify regrets from VP External and Community Affairs

“Eshana Baran” for the ESC Meeting on October 17th due time conflict to attend lobby days in Victoria.

**4.1.2. MATTERS ARISING FROM THE MINUTES - ESC Committee Minutes
- MOTION ESC 2022-10-17:02**

Be it resolved to receive and file the following minutes:

- ESC 2022-10-03

5. ADOPTION OF THE AGENDA

5.1 MOTION ESC 2022-10-17:03

Arthur/Ashley

Be it resolved to adopt the agenda as presented:

CARRIED UNANIMOUSLY

6. NEW BUSINESS

6.1 Funding Approval for Sponsoring the Panel Event on October 5th–

MOTION ESC 2022-10-17:04

SUBMITTED BY: Acting VP Equity and Sustainability “Arthur Lee”

ATTACHMENT: Event Plan 160885

Arthur/Ashley

Whereas the Women's Centre has helped plan the Iranian Panel/Rally event on October 5th alongside the Iranian Club within SFU

Whereas the Acting VP Equity and Sustainability has received an invoice for the event post-event from Women's Centre;

Be it resolved that we approve spending \$370.76 from the ESC fund to assist cover the costs of the event.

CARRIED UNANIMOUSLY

7. DISCUSSION ITEMS

7.1 Brainstorming session

SUBMITTED BY: Acting VP Equity and Sustainability “Arthur Lee”

- The committee discussed the projects they wanted to do.
- Arthur mentioned that ESC has focused on mostly on equity work for the past few years. He suggested increasing their work with sustainability and collaborating with EMBARK.
 - Possible events could be a forest walk, beach cleanup, and advocacy for fair housing.

7.2 Planning Forest Walk

SUBMITTED BY: Acting VP Equity and Sustainability “Arthur Lee”

- Arthur suggested a forest walk as the next ESC event.
- The committee discussed starting within Burnaby before expanding to areas around other campus locations.
- They also discussed possible local beach clean-up event locations.

8. ATTACHMENTS

8.1 Event Plan 160885

9. ADJOURNMENT

9.1 MOTION ESC 2022-10-17:05

Arthur/Ashley

Be it resolved to adjourn the meeting at 1:23pm

CARRIED UNANIMOUSLY

Simon Fraser
University
Burnaby Campus
8888 University Drive
Burnaby, BC V5A 1S6

SFSS - Women's Centre Rally

Event# 160885

October 5, 2022

Event Plan

Contact: **SFSS - Simon Fraser Student Society**
Simmi Dhaliwal
SFU Burnaby
Burnaby, BC
Main: 778-855-1341
E-Mail: womenscentre-admin@sfss.ca

Event Planner: **Gigi Jopling**
Main: 778-782-3995
E-Mail: meetbby@sfu.ca

Sales Manager: **Justin J. Ankenmann**
Direct: 778-782-3012
E-Mail: ankenman@sfu.ca

Bill To: **21-S230114 - Attn: Elizabeth Wei**

Licensee Initials

On-Site Contact:

IT Support:

	<u>Time</u>	<u>Description</u>	<u>Quantity</u>	<u>Rate</u>	<u>Charges</u>
Space Rental Charges					
Wed Oct 05	12:30 - 15:30	West Mall Centre Lounge			\$0.00
Function Subtotal:					\$0.00
Wed Oct 5	12:30 - 15:30	Afternoon Break	60 PPL	West Mall Centre Lounge	
Food & Beverage - Carved & Crafted (BBY)					
	12:30 - 15:30	Flavour Infused Ice Water Tower-Lemon Lime (serves 30)	1.0	22.99 / EA	\$22.99
		Freshly Brewed Fair Trade Coffee (serves 12)	4.0	20.99 / EA	\$83.96
		Assorted Fair Trade Tea (min 5)	20.0	2.99 / EA	\$59.80
		Catering Note	1.0	0.00 / EA	\$0.00
Function Subtotal:					\$166.75
Oct 5	12:30 - 15:30	AV	60 PPL	West Mall Centre Lounge	
Audio/Visual Services					
	12:30 - 15:30	AV Note <i>layout: TBA</i>	1.0	0.00 / EA	\$0.00
		Data Projector, Delivered	1.0	70.00 / EA	\$70.00
		Portable Screen, Delivered <i>Standard screen size is 60"</i>	1.0	25.00 / EA	\$25.00
		Mic - Handheld, Delivered	1.0	13.00 / EA	\$13.00
		Computer, Windows, Laptop, Delivered	1.0	21.00 / EA	\$21.00
		Portable Speakers - Medium Space, Delivered <i>For spaces with 20 to 60 person seating capacities. Includes one speaker.</i>	1.0	50.00 / EA	\$50.00
Function Subtotal:					\$179.00
Taxes and Service Charges					
			<u>Taxable Amt</u>	<u>Rate</u>	<u>Charges</u>
		Catering Administrative Charge	166.75	15.00 %	25.01
Total Taxes and Service Charges:					\$25.01
Estimated License Fee:					\$370.76*

Summary

<u>Department</u>	<u>Amount</u>
Audio/Visual Services	179.00
Food & Beverage - Carved & Crafted (BBY)	166.75
Catering Administrative Charge	25.01
Estimated License Fee:	370.76*

**Please note, an additional amount of approximately \$3.16 will be debited to 6379 to cover the portion of GST paid to our caterers which is not rebated (35% of GST, or 1.65% of the total food & beverage)*

When a space is cancelled with less than 15 business days' notice, including a no-show the day of the booking, a \$50 per room or per setup request per day applies

Please note our catering policies:

All catering must be supplied by SFU's contracted caterer. Please talk with your event manager for menus.

Vancouver Coastal Health and Fraser Health in Surrey and Burnaby has strict guidelines on the time perishable catering can be left out. If you need to have catering left out longer than 2 hours, please inquire about staggering your food service.

All catering orders must be made before the Tuesday of the week prior to your event.

Catering guarantees are required 3 business days in advance of your event.

A minimum of 3 business days prior to the start of your event will be required for decreases in your catering order.

- *Decreases or cancellations of food within the 3 day period will be billed at 100%*
- *Decreases or cancellations of beverages within the 3 day period will be billed at 50%*