The Alma Mater Society of U.B.C.

MINUTES OF THE BUDGET COMMITTEE

Present: Ruta Fluxgold (Chair), Vivian Hoffmann, Jason Murray, Mel Armstead, Michael Hughes

Guests Paschal Odoch (Director, Tutoring Services)

The meeting was called to order at 6:15 p.m.

1. Appointments

MOVED JASON MURRAY, SECONDED MEL ARMSTEAD

“That the Budget Committee appoint Tiffany Ho and Oded Mizrahi as at-large members to the Budget Committee.”

Carried

2. Teaching & Learning Enhancement Fund

- Vivian will look into the surplus from last year;
- Paschal has a copy of the TLEF proposal;
- Outline of Tutoring Services:
  - course drop-in sessions for 1st year students;
  - Net Info - Koerner Library and BC Hydro Computer Lab for 1st year and international students;
  - Tutor registry in conjunction with Joblink to match tutors from UBC with clients.
- May not exhaust full $9,600 salary for tutors;
- Netinfo Coordinators - same as last year;
- Promotions will consist of banners on SUB;

Pascal left at 7:50 p.m.

Ruta will look up terms of reference for TLEF.

3. Strategy

- Look at overview first;
- Decide priorities before considering individual budgets;
- Come up with rough totals for each area;
- Ruta will establish timeline for completion of budget and interim goals.

4. New Initiative Reserves Fund

- Vivian will look into debt and deficit situation;
- How much is left in NIRF from this year?
- Possibility of NIRF being reabsorbed into general revenues.

5. Presentations for Next Meeting

- Ombudsoffice;
- Orientations;
- Joblink;
- Remember to invite Michael Curry (Ombudsperson) to make a presentation.
6. Next Meeting

The next meeting of the Budget Committee will be held on May 8, 1997 commencing at 6:00 p.m. in SUB Room 256.

There being no further business, the meeting was adjourned at 8:15 p.m.

[Signature]
Ruta Fluxgold
Chair
Budget Committee

RF:pr
The Alma Mater Society of U.B.C.

MINUTES OF THE BUDGET COMMITTEE

May 8, 1997

Present: Ruta Fluxgold (Chair), Vivian Hoffmann, Jason Murray, Mel Armstead, Michael Hughes, Tiffany Ho, Oded Mizrahi

Guests: Sameena Nahal (Director, Ombudsoffice), Matt Wiggin (Director, Orientations), Paul Murphy (Director, Joblink)

The meeting was called to order at 6:05 p.m.

1. Presentations

   Ombudsoffice - Sameena Nahal
   Orientations - Matt Wiggin
   Joblink - Paul Murphy

2. Minutes

   The minutes of the Budget Committee dated May 5, 1997 were approved as presented.
   Revise meeting schedule.

3. Inside UBC

   Vivian will look into miscellaneous costs for Inside UBC.

4. Next Meeting

   The next meeting of the Budget Committee will be held on May 12, 1997 commencing at 6:00 p.m. in SUB Room 224.

There being no further business, the meeting was adjourned at 7:20 p.m.

Ruta Fluxgold
Chair
Budget Committee

RF:pr
The Alma Mater Society of U.B.C.

MINUTES OF THE BUDGET COMMITTEE

May 12,

Present:    Ruta Fluxgold (Chair), Vivian Hoffmann, Neena Sonik, Jason Murray, Armstead, Michael Hughes

Absent:    Tiffany Ho, Oded Mizrahi

Guests:    Linda Scholten (CiTR Station Manager), Ryan Ogg (CiTR President), Sanjay Mohan Ram (Director, Volunteer Services), Ryan Marshall (Director, Used Bookstore)

The meeting was called to order at 6:07 p.m.

1. Minutes

The minutes of the Budget Committee dated May 8, 1997 were approved as presented.

2. Presentations

CiTR - Linda Scholten/Ryan Ogg

Volunteer Services - Sanjay Mohan Ram
- last year faxes were an unexpected expense;
- hope to upgrade computer to send faxes;
- Vivian will look into cost of sending faxes from Business Office.

Ruta left at 6:30 p.m.

Used Bookstore - Ryan Marshall

3. Next Meeting

- The next meeting of the Budget Committee will be held on May 15, 1997 commencing at 5:00 p.m. in SUB Room 224.

There being no further business, the meeting was adjourned at 7:07 p.m.

Ruta Fluxgold
Chair
Budget Committee

RF:pr
MINUTES OF THE BUDGET COMMITTEE

May 15, 1997

Present: Ruta Fluxgold (Chair), Vivian Hoffmann, Neena Sonik, Tiffany Ho, Jason Murray, Michael Hughes

Absent: Oded Mizrahi, Mel Armstead

Guests: Pamela Tagle (Director, Programs), Lisa Luscombe (Programs), Denisa Hrnčirík (Director, Speakeasy), Victory Hegedus (Director, Safewalk)

The meeting was called to order at 5:07 p.m.

1. Minutes

The minutes of the Budget Committee dated May 12, 1997 were approved as presented.

2. Presentations

Speakeasy - Denisa Hrnčirík
- Salary/honorarium re-allocated to reflect summer employment of Director.
- Last years spending was overly conservative.

Programs - Pamela Tagle/Lisa Luscombe
- Plan to apply to Equipment Repairs and Replacement Fund for banners, video camera and computer.

Safewalk - Victory Hegedus
- Actuals to be adjusted to $17,000. Waiting for re-imbursement from University.

3. Next Meeting

The next meeting of the Budget Committee will be held on May 26, 1997 commencing at 5:00 p.m. in SUB Room 224.

There being no further business, the meeting was adjourned at 6:35 p.m.

Ruta Fluxgold
Chair
Budget Committee

RF:pr
The Alma Mater Society of U.B.C.

MINUTES OF THE BUDGET COMMITTEE

Present: Vivian Hoffmann, Neena Sonik, Mel Armstead, Jason Murray, Michael Hughes

Absent: Ruta Fluxgold, Oded Mizrahi, Tiffany Ho

Guests: Faye Samson (Communications Coordinator), Jennie Chen (Director of Administration)

The meeting was called to order at 5:07 p.m.

1. Presentations

   Faye Samson (Communications Coordinator)

   Telephone, less this year.
   Photocopying increased due to constituency newsletters.
   Special and professional courses.
   Wanting a workstudy person
   - increase in workload.
   - cheaper to hire workstudy position rather than Faye working overtime.
   Information Network
   - develop e-mail network to distribute information to students.
   ➤ Feedback initiatives
   - completed surveys last year.
   - want more feedback from students.
   Web site maintenance
   - managing new web site.
   - updating designs.
   Feedback managed by volunteers
   - difficult to depend on.
   - randomness of survey and validity are important and difficult to monitor by volunteers.

   Jennie Chen - Director of Administration

   ➤ Photocopying
   - SAC packs.
   - Subsidiary handbooks for each club.
   Miscellaneous Expense
   - SAC T-shirts.
   Wine and Cheese
   - usually held in October.
   - an annual event.
   Special Projects
   - Special Projects Commissioner.
   - photocopying was from Chinese New Year.
   Renovations Planning Group
   - Year end dinner.
   Would like to request the same as last year.
   Official Business
   - working on possible referendum in future for projects (flexibility).
Tea Party
- went under food and refreshments.

Wine and Cheese
- split with Finance Commission last year.

Chinese New Year
- deficit carrying over.

Art Gallery - no budget last year

Food and refreshments for Art Show

Telephone
- split with SAC.
- looks like too much.

Office Supplies
- fish lines to hang art properly.

Art Gallery Fund
- lots of ideas, but hopefully won't affect budget.
- damage deposits were not picked up.

Ryan Davies - President

Communications
- includes costs of both the Communications Planning Group and the Communications working Group.

Photocopying
- made adjustments.

Official Business
- donation to International Student Services Office.

Public Relations
- gifts, Constituency Tea Party etc.

Computer Expense
- hard drive started to fail.

Meals
- already hosted two lunches.
- possibly add $100 and decrease public relations by $100

Communications Projects/Initiatives
- important for all the little things.
- surveys.
- posters.
- maintain boards.
- good for new ideas.

Assistant Honoraria
- no change to honoraria amount.
- possibly give wage for hours worked.

2. Next Meeting

The next meeting of the Budget Committee will be held on June 5, 1997 commencing at 5:00 p.m. in SUB Room 224.

3. Other Business

Spending a lot on telephones
- centralized phone system.
New Initiatives Fund
- wouldn’t it make more sense to reduce it and help with long standing programs.

There being no further business, the meeting was adjourned at 6:08 p.m

Ruta Fluxgold
Chair
Budget Committee

RF:pr
MINUTES OF THE BUDGET COMMITTEE

Present: Ruta Fluxgold (Chair), Vivian Hoffmann, Neena Sonik, Michael Hughes, Jason Murray, Oded Mizrahi, Mel Armstead

Absent: Tiffany Ho

The meeting was called to order at 11:00 a.m.

Phone system: Hardware call: Meridian - get CPAC - do we need two lines for execs?
Sign over travel pts to AMS = save allocation $2,000/year
Computer/network support - overtime pay?
Computer hardware costs - Grant is investigating.

1. Joblink
   - Possible cut to promotions budget.

2. Ombudsoffice
   - Faxcard would save $150.00 on capital acquisitions.
   - Cut composite photo cost $50.00 + $100 more off capital acquisitions.
   **Total cut $500.00**

3. Safewalk

   Subtract $200.00 Safer Campus Campaign - under University Commission's budget.
   Subtract Arts County Fair $100.00.
   $200.00 from Volunteer appreciation.
   **Total Cut $500.00**

4. Speakeasy
   - Info Line - amalgamation with other recorded messages.
   - $600.00 from buses.
   - $200.00 promo/advertising.
   - $300.00 office $250 Whistler Deposit.
   **Total cut $1,350.00**

5. Tutoring Services
   - No cut.

6. Bookstore
   - Add $2,000 to revenue.

7. Volunteer Services
   - Cut Travel to SLC $200.00
   - Volunteer Recognition $1,800.00 - $1200 recognition events, $100 social expenses, $150 vol training.
   - Honorarium for Assistant $3,000.00
   - Look into telephone
   - Fax, use computer to fax $750.00
   - Look into software expense
   - Food and refreshments $200.00
   **$5,950.00 - $15,150 left**
8. **Orientations**
   - Take out contingency, leave with 5600 subsidy.

9. **Inside UBC**
   - Distribution/rate card update?
   - Leave as is.

10. **Ombudsperson**
    - Mike Curry to get a better deal and buy a pager
    - Find out where pager gets charged to
    - Leave as is.

11. **Social Services Planning Group**
    - Cut food and refreshments by $300.00

12. **AMS United Way**
    - + to $300.00

   **Services Total** $90,730.00

13. **CiTR**
    Proposal for equipment repairs and replacement fund for mini cd player, general equipment replacements.

There being no further business, the meeting was adjourned at 3:00 p.m.

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Ruta Fluxgold
Chair
Budget Committee
The Alma Mater Society of U.B.C.

**MINUTES OF THE BUDGET COMMITTEE**

Present: Ruta Fluxgold (Chair), Vivian Hoffmann, Michale Hughes, Oded Mizrahi, Neena Sonik

Absent: Jason Murray, Mel Armstead, Tiffany Ho

The meeting was called to order at 5:00 p.m.

**Programs**

<table>
<thead>
<tr>
<th>Sub Management Fund</th>
<th>$3,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Banner Boxes</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Rentals Equipment</td>
<td>$4,500.00</td>
</tr>
<tr>
<td></td>
<td>$7,500.00</td>
</tr>
</tbody>
</table>

| Professional services | $500.00 |

| Use Inside UBC Computer | $4,000.00 |
| Total Cut               | $12,000.00 |

Reduced to $95,000 for now.
Request for another budget to be approved by Budget Committee.

**Council**

| Cut Legal Fees to       | $5,000.00 |
| Up Volunteer Appreciation to | $500.00 |
| Cut Miscellaneous to    | $1,000.00 |
| Cut Whistler Weekend    | $3,113.25 |

Left with $26,113

**President**

| Cut Postage             | $2,000.00 |
| Cut Photocopying        | $400.00   |
| Cut miscellaneous       | $100.00   |
| Ask about Windows ‘95 upgrade | $275.00 |
| Public Relations cut to | $1,100.00 |

CPG/CWG - look into actuals

**Vice President**

| Supervon               | $825.00 |
| Cart                   | $782.00 |
Probably $1,600.00

Cut refreshments for University Commission to $0.00
Cut Miscellaneous University Commission to $100.00

SSPG Refresh $300.00
Project Costs $1,500.00

Projects $500.00
Commission Conference & Training $250.00
Commission Phone $530.00
Cut furniture $0.00

Cut wine and cheese to $300.00
Cut promotion to $400.00

There being no further business, the meeting was adjourned at 7:53 p.m.

Ruta Fluxgold
Chair
Budget Committee
The Alma Mater Society of U.B.C.

MINUTES OF THE BUDGET COMMITTEE

Present: Vivian Hoffmann, Michael Hughes, Mel Read, Oded Mizrahi, Jason Murray

Absent: Ruta Fluxgold, Neena Sonik, Tiffany Ho

The meeting was called to order at 5:30 p.m.

1. External

More than President’s Official Business - Cut by $100.00 to equal @ $200.00.
Cut promotion to $100.00 (-$250.00) what for???

Conferences $3,500.00

Telephone - ask why costs went up - new external phone.
Get details on $3,500 for project cost - entire budget. Needs more detail.

SUDS O.K.

Cut Homecoming to $2,500.00
Check in includes Jazz Festival - full details on all splitting costs with Programs budgets.

2. Elections

$4,000 for election supplies.

Counting - 10 people x 5 hours x $10 = $500.00 - $1,000.00
Increase $2,500 refunds to 100% = $3,000.00

There being no further business, the meeting was adjourned at 7:00 p.m.

Ruta Fluxgold
Chair
Budget Committee
MINUTES OF THE BUDGET COMMITTEE

Present:  Ruta Fluxgold (Chair), Vivian Hoffmann, Michael Hughes, Mel Armstead, Neena Sonik, Oded Mizrahi, Tiffany Ho

Absent:   Jason Murray

The meeting was called to order at 3:00 p.m.

1. Yardstick
   - Ucom project for new proposal revamped version
   - TLEF proposal?
   - Web page instead
   - for spring ???
   Cut to $0

2. Student Leadership Committee - need budget or will be cut to $0.
   - Just Desserts $300.00 - $0 unless Ruta wants to do.

3. Art Gallery Committee
   - Phone - scrap but check into alarm. Can't scrap because it is the alarm system
   - Increase promotion to $400.00

4. Homecoming
   - Need details?
   - Cut $750.00 project costs
   - Get funding from Women's Centre for Women's Week and Pride for Pride Week.
   - $100 left in promotions.

5. Archivist
   - CASA list serve: offload to CASA?
   - split cost with business office - ask what % of time approved

6. Analyst
   - Computer software
   - Conferences
   - Presentation

10:00 Monday out of general Budget.

7. Communications
   - Add special line item for office supplies.
   - $100.00 off supplies
   - $200.00 software
   - Miscellaneous $100.00
   - Fax modem $200.00 cut $200.00

   More cost of association dues to benefits.
   Cut feedback initiatives - $3,000.00.

8. Senate
   Cut Student Leadership Conference cost maybe
9. BOG

10. Student Leadership Conference
    - Cut if we don’t get a budget.

11. New Initiatives Reserve Fund
    - Specification for NIRF allocation in Cold Beverage contract?
    - Income - get revised business project and investment + 4% Increase.

There being no further business, the meeting was adjourned at 6:00 p.m.

Ruta Fluxgold
Chair
Budget Committee
MINUTES OF THE BUDGET COMMITTEE

The meeting was called to order at 10:03

1. Policy Analyst Presentation

Conferences
AMS can take Leadership role
Bring CASA/CFS together
Staff provide continuity - knows who's who.

Computer Eqt (DX 266 now)
Crashes when running multiple programs
Could hand down Desmond's to BoG
Needs new board, 8 megs ram
Talk to Tony and Grant

Miscellaneous
Vivian will look up and find out what it means.

There being no further business, the meeting was adjourned at 10:25 a.m.

Ruta Fluxgold
Chair
Budget Committee