Attendances

Present: Tristan Miller (VP Finance), Kiran Mahal (VP Academic, Chair), Christopher Roach, Serena Ng, Hans Seidemann, Cole Routtenberg

Regrets: Alannah Johnston, Clarke McCorkell

Recording Secretary: Cole Routtenberg

Call to Order

The meeting was called to order at 4:00 pm

Agenda Items

1. Introductions

2. AMS Budget and Finances Overview – Tristan

Tristan: Going to be giving a general overview of the budget; we have different types of revenue. We have fairly good estimates of revenue, previously took the last 5 years’ revenues and averaged them to project future revenue, though this is not necessarily the best or only way to project. Student enrollment is one of the most significant factors, so we’re waiting to hear back on that from the university to see how it affects student fees. Economic forecasts are stable. Revenue can be broken down into two sets: discretion and non-discretionary allocations. “Revenues from Fees” are generally not discretionary; “general” section is discretionary, some variations in external lobbying.

We need to look at a business tax contingency amount.

“Non-discretionary allocations” are not what we deal with as the money largely goes through the AMS directly to specific expenses (such as undergraduate society fees and health & dental fees). Others are required by code to be spent, specifically, such as the ART Reserve Fund.

We don’t have a lot of room to explore new spending this year.
3. Preliminary Budget Review

Hans: Are the red sections of the budget not being allocated funds?

Tristan: We don’t yet have the data from the relevant parties, but if they do not submit it soon we may not be able to accommodate them.

Tristan: We have modified the external and academic ratios, cutting 25k from external affairs and putting it into academic and university.

Fees for the ombudsperson are currently set at 0 since we have not yet hired, but we will allocate an amount for it (likely the same as previous years).

Hans: The money allocated to each VP includes their salary? Tristan: Yes.

Student services are basically the same as last year, only slightly larger due to inflation, through revenue is now linked to an inflation index and has therefore increased.

Design services will need to be seriously assessed, as the current budget request may not be realistic. However, the communications department has previously been quite seriously gutted, and is definitely something we’d like to see increased allocations in if possible.

First Week and Welcome Back BBQ do generate revenue, though historically speaking they do not cover their costs, so we must decide what an appropriate amount of subsidization might be. We can break in the events manager to get us some perspective on what sort of losses are realistic.

Tristan: The “previous year’s” numbers are actually two years ago, as we have not yet finalized last year’s financials.

Christopher: When are last year’s financials be finished (audited and finalized)?

Tristan: They will be presented at the next AGM. However, we do have access to some of that information though it is not complete.

Hans: Some items, like Welcome Back BBQ, should be close to entirely finalized by now. What we have from this past year may be a better indication of things than the year before’s results.

(4:35PM, Kiran leaves)
Christopher: The revenues from student fees, are the required allocations for them set in by-laws?

Tristan: Yes.

Numbers are no longer as even as before because of their being linked to inflation.

Christopher: What elements of the budget are actually up for debate (and potential cuts)? How do we go about assessing the budget, in terms of whether the values are appropriate?

Tristan: We can call in the relevant people for each budget item.

Christopher: What timeline do we have?

Tristan: We’re need to have it passed by April 29th, technically, though a Council meeting is scheduled for May 2nd.

Tristan: I’m hoping we can work through the budget agreeing on things as we go rather than simply engaging in a back-and-forth of proposals and demanded changes.

Hans: Executive salaries should include the new, increased amount.

(5:10PM, Cole and Serena leave)

Next Meeting

The next scheduled meeting is April 23rd 4pm SUB 266J

Adjourn

1. Moved Tristan, Seconded Chris

There being no further business the meeting was adjourned at 5:30 pm
AMS Budget Committee
Minutes of April 23rd 2012

Attendance

Present: Tristan Miller (VP Finance), Kiran Mahal (VP Academic, Chair), Christopher Roach, Serena Ng, Clarke McCorkell, Cole Routtenberg

Regrets: Alannah Johnston, Hans Seidemann

Recording Secretary: Christopher Roach

Call to Order

The meeting was called to order at 4:00 pm

Agenda Items

1. Review of Preliminary Budget
   - Committee agreed that furniture expenses in the budget should be struck from the budget.
     - Was agreed we don’t need new furniture for only two years… the new SUB already had a budget for that.
     - Agreed it doesn’t belong in an operational budget.
   - Other Revenues: Businesses
     - Discussed the merits of decreasing the expected revenue from the businesses by ~15% as it was felt it was more reasonable.
     - Tristan has agreed to get a hand-out of the businesses’ revenue breakdown by this Thursday.
     - Committee agreed to table discussion until Thursday.
   - Other Revenues: Business Tax Contingency
     - Committee estimated it to be in ~113,000 and will put it in the budget.
   - Other Revenues: Sponsorship
     - Every year the Budget Committee says the AMS should get sponsorship in the budget and estimates a specific amount; however we never get a sponsorship. Thus it was agreed that we leave sponsorships at $0.
   - Revenues: Services
The Committee agreed the revenue collected from the Services Student Fee will be transferred to the budget account once collected.

- **Sub Renewal Committee:**
  - The Committee agreed to list the same amount as allocated last year with the intention of, when receiving a breakdown of their expenses, reviewing their budget and cutting certain costs.

- **CPAC:**
  - Committee agreed to leave this at 0 as there shouldn’t be any need for this fund based on its current funds and that fact we aren’t really currently using it for the current SUB.

- **Clubs Benefit Fund:**
  - Agreed to put coordinator and All-President’s Dinner under this part of the budget.

- **Student Aid Bursary Fund:**
  - Committee agreed to pay the Financial Aid Coordinator’s budget out of the fund, thus saving $3,800.

- **Expenditures: Ombudsperson**
  - Committee agreed to list $10,000 for the AMS Ombudsperson office with the intention of reviewing this once there is a detailed breakdown of their needs/budget.
    - There is currently no Ombudsperson; thus we were unable to get a detailed budget.

- **Expenditures: Student Court**
  - The AMS doesn’t do this anymore, thus the Committee agreed to allocate $0 to it.

- **Expenditures: Board of Governors**
  - Committee agreed to cut the budget for the phone in the office, cutting their budget by $210. Thus the Committee agreed to a $680 budget (same as last year – phone).

- **Services: Minischool**
  - Committee agreed to strike Minischool’s Volunteer appreciation budget.

- **Services: ECSS**
  - Committee agreed to strike furniture expenses.
  - Committee agreed to cut Volunteer/Staff Appreciation by $2000, down to $1000.
  - Committee agreed to query as to why they needed $3000 for new hardware.

- **Services: Advocacy**
  - Committee agreed to query as to why the Advocacy budget has $872 for “Salary (Advocates).
  - Committee agreed to cut the furniture budget.

- **Services: AMS Connect**
Committee agreed to decrease “Membership Expense” down from $1,060 to $75 (the exact cost of last years with the intent of querying to make sure that is correct.

Committee agreed to query about the increased cost in their “Phone/Fax” budget and the new costs that will be associated with Externship.

Committee agreed to cut the furniture budget.

- Services: Food Bank
  - Committee agreed to move $150 from the miscellaneous fund to Food cost and $50 to the photocopying and administrative cost.
  - Increased the furniture and equipment fund by $1500 to reflect the cost of the new fridge they are purchasing.
    - Please note the $1500 is coming from a Grad Class Council Fund.

- Services: Mini-School
  - Committee agreed to strike the $100 allocated for “furniture and equipment” budget.

- Services: SAFETEAM
  - Committee agreed to query cost on “Special Projects”, should it be revenue or cost?
  - Committee agreed to query why the “ Volunteer/Staff Appreciation” is so high and whether or not they are invited to the AMS one; Committee has the intention of decreasing this costs regardless of the discussion, however the amount is up for debate pending results of the talk.

- Services: SASC
  - Committee agreed to all of the increases to the SASC budget.

- Services: SPEAKEASY
  - Committee agreed to strike their “Furniture and Equipment” budget.

- Services: Tutoring
  - Committee agreed to query why they need the “additional” volunteer training cost and such a large “Volunteer/Staff Appreciation” budget.
  - Committee agreed to create a motion that will propose the $8,00 under professional development should stay, but should need to be approved by the Budget Committee before it can be expended.

Next Meeting

The next scheduled meeting is April 26th 3:30pm SUB 238M

Adjourn

1. Moved Tristan, Seconded Chris

There being no further business the meeting was adjourned at 6:30 pm
Minutes of April 26th 2012

Attendance

Present: Tristan Miller (VP Finance), Kiran Mahal (VP Academic, Chair), Christopher Roach, Serena Ng, Clarke McCorkell, Cole Routtenberg

Regrets: Alannah Johnston, Hans Seidemann

Recording Secretary: Tristan Miller

Call to Order

The meeting was called to order at 3:30 pm

Agenda Items

1. Approval of last meetings minutes
2. Approval of the Preliminary Budget

Approval of Minuets

“Be it resolved that Budget Committee approve the minuets of the Meeting of April the 19th, 2012 as presented.”

Moved by Clark McCorkell and Seconded by Cole Routtenberg.

Motion carried with unanimous consent

Approval of Preliminary Budget

- Minor discussion around External portfolio in regards to federal lobbying money and CASA
- General agreement that the budget is acceptable in the present iteration

“Be it resolved that Budget Committee approve the Preliminary Budget as presented by the Vice-President, Finance.”

Moved by Christopher Roach and Seconded by Serena Ng
Motion carries with unanimous consent

Next Meeting

The next meeting has yet to be determined but will be in the first two weeks of June.

Motion to Adjourn

Being there no further business the meeting was adjourned at 3:45pm.
Minutes of the AMS Budget Committee
June 4th 2012

Attendance

Present: Kiran Mahal (VP Academic, Chair), Tristan Miller (VP Finance), Adam Melhem (SAC Vice Chair), Clarke McCorkell (Arts), Serena Ng (Science), Hans Seidemann (Engineering), Cole Leonoff (Commerce)

Guests: Anisa Mottahed (SASC Manager), Jay Shah (ECSS), Anna Hilliar (Events Manager)

Regrets: Chris Roach (GSS)

Recording Secretary: Kiran Mahal

Call to Order

The meeting was called to order at 4:16 pm

1. Adoption of Agenda

Moved Tristan, Seconded Adam

That the agenda be adopted with the following amendments:

*Amendment to add presentation by Anna regarding proposed change to welcome back BBQ at end of the agenda and motion regarding purchasing of voting software.*

...carried unanimously

2. SASC Budget Presentation

*Anisa prepared a background document with more information that was circulated to the committee prior to the meeting*

- Only service in Vancouver providing specialized service to all survivors of sexual assault
- Have been difficulties with SASC and AMS over the past year
- Management has been working to rectify these issues including hiring of student services manager and new SASC Manager Anisa
- These proposed changes will be an addition to the services that are offered to ensure the service fits the needs of the students at UBC
- Want to further work of ending violence against all genders. Want to implement innovative plans as well as offer existing services
- Vision involves
  - Longer office hours
  - Increased outreach services
    - Anti-violence ally campaign 3 hour workshop to train people on reality of sexual violence
  - Grow *got consent?* Campaign
  - Facilitate new support group for SASC clients
  - Assistant manager to replace program coordinator to offer more services
  - Want to have 2 outreach workers vs 1 in past to do more outreach work on campus
- Most of the increase is coming for hiring additional staff members to carry out this vision
  - The SASC manager feels that it is important to increase staff because you cannot always rely on volunteers to do this type of sensitive work
- Consensus from the committee was that these changes are necessary and well justified
- Tristan feels would rather hire professionals to do this work rather than student volunteers given the nature of the work
- Anisa agreed that this type of work requires a lot of growth and learning
- Hans asked if the volunteer training for volunteers or staff? If volunteers, where are volunteers recruited from?
  - Anisa stated that it is for volunteers, positions are posted through AMS Volunteer Connect
- Kiran asked where would money be transferred from?
  - Tristan stated that the Sexual Assault Support Services fund transfer would be increased to reflect new needs of SASC
- Hans suggested that we should add this to the special projects line item to allow future years to be aware of how much was invested into this new project when budgeting for future years
  - Tristan stated that he wants to ensure that we have 10% of the SASIF fund to be used for SAIF fund applications
- Hans suggested we may want to increase the budget for special projects for *got consent?* Campaign.
  - Anisa provided the following background the campaign
    - Has been in existence for the last 3 years
    - New partnership with Battered Women’s Support Centre in My Sisters Closet (their social enterprise)
  - Tristan suggested the committee amend the proposed budget increase by $3,600 to fund the expansion of the *got consent?* campaign
  - Hans suggested increasing it to $5,000 to leave room for other potential projects so SASC has flexibility to expand and start new projects
  - Allocating this $5,000 would result in most of the fund (139,428 total amount of the fund) for the year being allocated to SASC
AMS Budget Committee

Minutes of June 4th 2012

- Hans stated that despite this almost full transfer, there is still over $30,000 in the fund
  - We do not get significant number of applications a year for this so we should be able to rely on the reserve
- Kiran pointed out that whatever funds are not used from SASC budget in the year will be transferred back to the fund for future use
- Committee noted that an accompanying code change will need to be made by LPC in order to allocate over 2/3rd of the fund to SASC
  - Budget committee is in favour of such an allocation and code change

Moved Clarke, Seconded Adam

That Budget Committee approves the transfer of an additional $29,968.00 (for a total of $138,218.00) from the Sexual Assault Support Fund to the SASC operational budget for the 2012/13 years.

...carried unanimously

3. First Week Welcome Back BBQ (WBBBQ)

Anna prepared a budget overview which was circulated to the committee prior to the meeting.

- Based on Anna’s research into the past, First Week, Welcome Back BBQ and Block Party have been run the same way as previous years without much consideration of reviewing processes or making improvements
- To put on a concert requires $75,000 of production fees for an all-ages show, non-negotiable
- This year everyone is on board for charging for Welcome Back BBQ, which is something that hasn’t been done for the last few years
  - In order to do this we need to book better talent
  - Currently only $3,000 is budgeted
  - $60,000 was spent on Block Party
  - Anna suggests spending $30,000
  - Typically WBBBQ has had local bands but attendance has been declining over past year
- Regardless we are taking a risk on this event (ie if it rains)
- End result is that even if we sold 3,000 tickets at $12 each we would lose $50,000
- Anna wanted to see if we wanted to add more to the budget, Events Department will make it happen either way
- General sentiment from Executive and SLCC is that if we are spending this much money, spending a little bit more if ok if we can bring in more people
- Tristan stated that a key difference here is that while we are increasing spending on this project, the potential to generate more money brings us back to a sponsorship of about $30,000 but because it hasn’t been done before we run a risk of losing up to $50,000
- Last year’s WBBBQ was a loss of $50,000, had 3200 attendees
- Block Party attendance this year was 5,600
- Tristan stated that budget committee needs to decide whether it is comfortable with increasing the deficit by $20,000, having Anna chose the option that brings that down as much as possible
  • Approve the increase in spending with caveat that we recover the increase with ticket sales
- Tristan asked how budget committee feels about running a deficit for a social event, which will then increase the operational deficit of the society
  • Currently in budget there is a $30,000 loss from this event, this change would result in a $53,000 loss
  • Tristan felt if we approve an increase in funding, it should come attached with a funding model. Tristan noted that this comes with a risk of running a higher deficit at the event of the year but given the events departments track record of changing direction, he is not opposed to trying this
- Clarke asked what caliber of bands would be?
  • Anna replied that it would be slightly less [than Block Party], but that would be reflected in ticket price

Moved Adam, Seconded Hans

Whereas, tickets will be sold at the event this year thereby increasing revenue

BIRT budget committee approves the proposed changes to welcome back BBQ budget as presented.

...carried unanimously

4. Simply Voting

- Executive would like to buy simply voting, council has approved to purchase in theory
- Would like to purchase from the Student Spaces Fund
- $50,000 to purchase it with open source
- Potential for constituencies to also use Simply Voting
- Many advantages to purchasing it, council has approved it

Moved Tristan, Seconded Cole
That budget committee approves the allocation of $62,000 towards the purchase of an online voting system.

...carried unanimously

Hans is noted as aggressively for this purchase
Tristan will attach review of other voting systems from the process used to determine that Simply Voting was the best choice for the AMS.

5. Approval of Minutes

Moved Tristan, Seconded Adam
That budget committee approve the minutes of the committee from April 19th, April 23rd, and April 26th.

Abstentions: Hans

6. Updates from Tristan

- Save for the changes made in this meeting, the remainder of the budget remains the same
- The deadline for submission of budgets by Resource Groups and Constituencies is June 15th

Next Meeting

The next scheduled meeting is TBD

Adjourn

1. Moved Tristan, Seconded Hans

There being no further business the meeting was adjourned at 5:20pm