



AMS Nest Loan - Re Financing
Committee
Terms of Reference

Nest Loan Re-Financing Committee

1.0 Mandate

The Nest Loan Re-Financing Committee shall explore options for the external re-financing of the loan on the AMS Student Nest project, including the selection of a financial institution, negotiation of terms and completion of necessary documents.

2.0 Objectives

- 2.1 Maintain the mission statement, goals and values of the AMS
- 2.2 Explore all options of external financial institutions through which re-financing of the AMS Nest is possible
- 2.3 Recommend to the executive committee an external financial institution with which the AMS Nest loan shall be re-financed
- 2.4 Work with the University and the external financial institution to develop long-term agreements to support and protect the financing of the project loan.
- 2.5 Act in a timely manner to move forward with the selection process and signing of agreements with an external financial institution

3.0 Deliverables

- 3.1 Standing updates to AMS council regarding the state of the re-financing of the AMS Nest loan
- 3.2 A report presented to AMS council and the executive committee outlining the reasoning behind selection of the recommended financial institution

4.0 Scope

- 4.1 The Nest Re-financing committee shall recommend an external financial institution to AMS council for selection, AMS council shall be involved in the approval process of the selected financial institution
- 4.2 Any contracts shall be submitted to AMS council for approval

5.0 Membership

5.1 Composition

- 5.1.1 AMS General Manager
 - 5.1.2 AMS Director of Finance and Administration
 - 5.1.3 AMS VP Finance
 - 5.1.4 AMS VP Administration
- 5.2 The VP Finance and VP Administration shall act as signing officers in regards to contracts
 - 5.3 The Director of Finance and Administration shall act as the point of contact in communication with external financial institutions
 - 5.4 The term of the executives on the committee shall coincide with turnover dates as they relate to AMS general elections

6.0 Term of Membership

This committee shall be in effect from the council meeting in which AMS council accepts the terms of reference until the completion and finalization of a re-financing agreement if one is possible.

7.0 Relationship to Other Groups

This committee shall report to the AMS Executive committee for timely decision making and make regular updates at the New SUB Committee and AMS council.

8.0 Operational Protocol

8.1 Meetings

8.1.1 The committee shall meet frequently, as new information becomes available regarding the feasibility of re-financing and agreements with the external financial institution, once one is selected

8.1.2 Time and Duration – There shall be no maximum time limit set on meetings

8.2 Agenda/Minutes – The agenda shall be advised by the Director of Finance and Administration, the VP Finance and VP Administration shall be responsible for recording minutes and providing records to AMS Council

8.3 This committee shall dissolve upon the successful completion of the re-financing process.