Minutes of the AMS Finance Committee
(Date: Dec. 6th, 2018)

Attendance

Present: Kuol Akuechbeny (AMS VP Finance), Chris Gooding (Councilor), Arash Shadkam (Councilor), Jacqueline Wu (Councilor), Jonathan Tomalty (AMS VP Finance), Keith (Managing Director),

Guests: Senior Manager Student Services, Rodney Little Moustache, Sandra

Regrets:

Marium Hamid (AMS President), Brock Roberts (Student at-large), Andrew Dyadin (Student at-large), Jacqueline Wu (Councilor)

Recording Secretary:

Jonathan Tomalty (AMS AVP Finance)

Call to Order

Meeting is called to order at 12:39 pm

Agenda Items:

1. Agenda items and Minutes Approval
   - Sasc referendum - $8.50 ($0.50 goes to SAIF to support Sexual related initiatives) was proposed in the summer and we would like to review it one more time

-(Sandra): SASC budget reflects how spending has increased. Historically we have been surpassing the budget in the support and advocacy program. This is the program that supports survivors. We have never had more than one support worker working at any time.

-(Abdul): Support and advocacy is the core of the SASC, but outreach and volunteer as well as healthier masculinities are programs which are also important and need to be expanded. Budgeted expenses are roughly $454k. This is a generous budget and I’d like to come back to this committee with a more concrete budget in January. Works out to $8.91 per student.

-(Chris): This is just to keep the SASC running?

-(Sandra): Yes, this will keep the SASC running at the current level and all….

-(Jon): In addition to operating the SASC, we’d also like to pay back into the SAIF correct?
-(Kuol): yes, we’d like to add $.5 to the referendum to pay back into SAIF.
-(Sandra): Legal fees is an item we’ve used in the past, but may not incur in the future.
-(Abdul): Original SASC language stated that ⅓ of the revenue goes to SASC and ⅓ goes to SAIF.

Discussion ensued

Options:
-(Abdul): To clarify, the SASC fund is in the bylaws, but the ⅓ policy is within code. Further, the language only states that a minimum of ⅗ of the fund needs to fund SASC; it doesn’t put a minimum on the amount that goes into SAIF.
-(Kuol): Another option is stepped increases.
-(Abdul):

-(Keith): Another option is to amend the language of the SAIF to include legal fees to remove that line item from the SASC budget.
-(Abdul): benefits
-(Abdul): to clarify, we’d be changing the language of the SAIF to include legal fees for the SASC
-(Sandra): We have been applying for civil forfeiture grants of $20,000-30,000
-(Chris): I support a fee of $9.00
-(Arash): The most feasible yet effective step is $9.00
-(Rodney): The more, the better.
-(Abdul): There are many students facing food insecurity, for whom
-(Kuol): Seems like the room is leaning towards $9.00, I recommend $8.50
-(Abdul):
-(Jon): We have been asked
-(Sandra): Reduction of services to 5 days per week and encouraging students to use other services on campus. SVPRO is the other resource on campus. We currently do minimum referrals after hours.

- Bundle referendum – decrease grad class fee and contribute $ to Student Initiative Fund(SIF) – All AMS members are eligible for SIF thus is the most utilize
AMS fund yet very small amount in term total amount as well as the cap and will be nice
Finance Committee looks into this fund and try to make recommendations that will make
the SIF for accessible to the member.

-(Kuol): This document

-(Arash): Is the grad fee something I pay every year?

-(Kuol): Yes

-(Chris): Will this change the language of the Grad Class Fee?

-(Jon): The two fee increases are to the general membership base, so the Grad class fee
language would remain the same, with just a reduction of the GCF.

-(Rodney): If possible, we would like to increase the contribution to Indigenous students
to help increase leadership opportunities. We have plans for a monthly speakers series.

-(Abdul): What are the costs associated with these projects?

-(Rodney): We would need to cover airfare for speakers, we would be collaborating with
other groups on campus. We will be consulting the committee about funding possibilities.

-(Abdul): what would this fund be intended to achieve?

-(Rodney): To empower indigenous students to develop leadership opportunities.

- University/Society groups Financial reports updates – AVP Finance, Jon has
been working with different groups receiving dedicated student fee and this information
will be shared with FC Committee members

3. SPF and F&G projects approval – We don’t have any approved projects by
subcommittees of Finance at the moment but we will probably received these on Monday
and I will send them a long then.

Next Meeting

The schedule for the next meeting shall be determine through when2meet

Adjourn

There being no further business the meeting was adjourned at 2:30pm
Minutes of the AMS Finance Committee

(Date: November 22nd 2018)

Attendance

Present: Kuol Akuechbeny (AMS VP Finance), Chris Gooding(Councilor), Marium Hamid (AMS President), Arash Shadkam(Councilor), Jacqueline Wu(Councilor), Brock Roberts(Student at-large), Andrew Dyadin(Student at-large), Jonathan Tomalty(AMS VP Finance), Keith(Managing Director), Marium Hamid (AMS President), Jacqueline Wu(Councilor)

Regrets:

Recording Secretary:

Call to Order

Meeting is called to order at 12:44 pm

Agenda Items:

1. Agenda items and Minutes Approval
   
   Moved by Chris, Seconded by Jacqueline
   
   Minutes approval
   
   Moved by Chris, Seconded by Jacqueline

2. Funding approval

   Chris: “will applicants be using the AMS catering service when they are approved for a loan?”

   Kuol: “we want the groups to feel they are free to make any decisions they want but we definitely recommend the AMs catering.”

   BIRT the AMS Finance committee approves the following loans: $550 to the Innovation Onboard Entrepreneurship Program from the SIF fund, $240 to the Bending the Arc Documentary Screening + Social from the CBF fund, $450 to Maya Williams (best buddies UBC) from the CBF fund, $2000 to Xianhe John Yan (Shine On Music) from the CBF fund, $650 to Lila Bond from the SIF fund, $365 to Eisha Sharda (AMS Foundation for International Medical Relief Children UBC) from the CBF fund, $200 to Selina Hemme from the SIF fund.

   Moved by Brock, Seconded by Jacqueline

   BIRT students involved in philanthropy events can apply individually through the Student Initiative Fund.

   Moved by Brock, Seconded by Chris
Both are unanimously approved

3. AMS - ShowPass Contract
4. Q2 Report
5. Funding Reports
6. A.O.B

The Finance committee is not currently approving the funding request from the UBC photographic society for new equipment due to the fact they have already received sufficient funding and also charge a student fee from members.

Next Meeting

The schedule for the next two meeting

Adjourn

There being no further business the meeting was adjourned at….

1:26 pm
Minutes of the AMS Finance Committee  
(Date Nov. 1st 2018 at 12:30pm)

Attendance

Present: Kuol Akuechbeny (AMS VP Finance), Chris Gooding (Councilor), Marium Hamid (AMS President), Arash Shadkam (Councilor), Jacqueline Wu (Councilor), Brock Roberts (Student at-large), Andrew Dyadin (Student at-large), Jonathan Tomalty (AMS VP Finance), Keith (Managing Director), Michael Kingsmill (guest speaker)

Recording Secretary: Brock Roberts (Student at-large)

Call to Order
The meeting was called to order at 12:36 pm

Agenda Items

1. Approval of the Agenda and the Minutes of October 18th. 2018

Be it resolved that the finance committee approve the minutes from October 18th
Moved by Andrew seconded by Marium
Approved Unanimously

2. Funding Approval (From Funds and Grants, and SPF Subcommittees)

BIRT the finance committee approves the Clubs Benefit Funding of $1,957.50 for Phi Delta Epsilon,, Clubs Benefit Funding of $715.37 for CHBE Clubroom Improvement Project, Clubs Benefit Funding of $2000 for Agnes Tan (UBC Marketing Association), Clubs Benefit Funding of $1,575 for “Make Some Noise!
Moved by: Andrew, Seconded: Chris

BIRT the finance committee approve the funding for the Student Initiative Funds of $1,000 for Student Refugee Program (SRP) Intern

Moved by: Andrew, Seconded: Chris

Total Funding Approved: $7247.87

SPF Funding Requests

BIRT the finance committee approves the funding request of $4140 for the UBC Athletics Textile Recycling Program, Funding of $2,810.00 for Feeding 9 Billion Challenge, Funding of $635.00 for Sustainability Storytelling Night, Funding of $5,344.50 for Mugshare, funding of $500 for ‘Mount Gariwang: An Olympic Casualty’ documentary showing.
Total funding approved: $13,429.5
Moved by Andrew, Seconded by Marium
Approved Unanimously

Michael Kingsmill Presentation

Project 1: Air conditioning units project $88,120

[Kuol]: “why hasn't this been taken care of before?”
[Michael] “we were searching for the right price, some quotes were as high as $140,000, we feel that
$88,120 is the right price”

Project 2: Additional cameras $19671.95

[Michael] “eight additional cameras for risk and loss prevention, these new cameras are being put in place in
existing blind spots”
- Two on first floor
- Three on second floor
- Two on third floors (and one relocation of camera)
- One on fourth floor for coverage of gallery lounge
- Refocusing existing cameras
Three firms bid on project, Securecom won bid at $19671.95 price includes
- Cameras are $750 each
- Licensing fee etc

Funding of both will come from capital projects fund

BIRT on the recommendation of the finance committee recommend the council approves these two
projects

Moved by chris, seconded by andrew

3. AMS Subsidies (AMS Fee - $116.58, SUB Renewal - $100 and UPass - $84/164))

BIRT that the finance committee approve the total AMS fee subsidies of $17,025.88 to students that
have shown a significant financial need.

BIRT that the finance committee approve the total U-Pass subsidies of $23,370.00 to students that
have shown a significant financial need.

Moved by Andrew Seconded by Jacqueline
Approved Unanimously
4. Presentations (from Managing Director - Keith)
5. A.O.B

The Finance Committee meeting is officially completed at 1:38 pm

Next Meeting

The next scheduled meeting is Nov. 15th 2018

Adjourn________________________________________

There being no further business the meeting was adjourned at ......
Minutes of the AMS Finance Committee  
(Date: October 18th 2018 12:15 - 2pm)

Attendance

Present: Kuol Akuechbeny (AMS VP Finance), Chris Gooding(Councilor), Marium Hamid (AMS President), Arash Shadkam(Councilor), Jacqueline Wu(Councilor), Brock Roberts(Student at-large), Andrew Dyadin(Student at-large), Jonathan Tomalty(AMS VP Finance), Keith(Managing Director), Marium Hamid (AMS President), Jacqueline Wu(Councilor)

Regrets: none

Recording Secretary: Brock Roberts

Call to Order:

Agenda Items:

1. Agenda items and Minutes Approval
   Be it resolved that the finance committee approve the minutes from september 20th and October 4th.
   Moved: Marium, Seconded: Andrew
   Approved unanimously.

2. Funding Approval(F & G, SPF)
   BIRT the finance committee approves the Clubs Benefit Funding of $2000 for Christian Ministry, BC Student Initiative Funds of $1,000 for MBA games, Clubs Benefit Funding of $2000 for Bangladesh Association, Clubs Benefit Funding of $2000 for UBC Music Initiative and Student Initiative Funds of $1,000 for Clinton Global Initiatives University Conference. **Total Funding Approved: $8,000.00**
   Moved by: Chris, Seconded: Andrew

The next scheduled meeting for.

November 1st at 12:30 pm in the Nest 3511.

Adjourn________________________

There being no further business the meeting was adjourned at 12:37 pm_____
Agenda of the AMS Finance Committee  
(Date: October 15, 2018)

Attendance

<table>
<thead>
<tr>
<th>Name &amp; Position</th>
<th>Present</th>
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</thead>
<tbody>
<tr>
<td>Kuol Akuechbeny – VP Finance</td>
<td>X</td>
</tr>
<tr>
<td>Jonathan Tomalty – Associate VP Finance</td>
<td>X</td>
</tr>
<tr>
<td>Liam Simpson – Associate VP Administration</td>
<td>X</td>
</tr>
<tr>
<td>Cody Haddow – Funds and Grants Administrator</td>
<td>X</td>
</tr>
<tr>
<td>Andrew – Student-at-large</td>
<td>X</td>
</tr>
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</table>

Recording Secretary: Cody Haddow

Call to Order

The meeting was called to order at 10:05am

Agenda Items

1. Approval of Agenda

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<th>Defeated</th>
<th>Tabled</th>
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<tbody>
<tr>
<td>X</td>
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</tbody>
</table>

Moved: Cody

Seconded: Liam

2. Review and Approval of Fund Applications

Be it Resolved That the Finance Commission approves funding allocation:

Applicant Name: Catherine Gross (Christian Ministry) catherine.gross3@gmail.com

Primary Code: 668

Fund Name: CBF

Amount requested: $2,000

Project Name and Description: Fall festival

University of Christian Ministries has five core values: one of them is fellowship. We have a large number of new members join our club, so this year we want to put on a new fall social event, giving members an opportunity to get to know each other and giving any other interested UBC students an opportunity to join the fun.
We hope this event will help UBC students find friends and a community on campus that will support them through their time at UBC. We plan to facilitate these relationships through the dancing, playing games, and partaking in the activities we will be facilitating through the evening. This grant will allow us to run this event, giving UBC students the chance to take a break from school, enjoy each other’s company, and ultimately draw closer to one another. The grant will help cover the necessary room bookings, food, decorations, and supplies to facilitate the event.

This project is a social event University of Christian Ministries will host for which any UBC student or club member can attend. The first cost is a room booking, as we need a space large enough space for ~120 people and the Nest has no availability. We currently have a reservation at the Asian Centre Auditorium, which will cost $140. The next expense is for an acoustic guitar. We plan to provide live square dancing music, as we have talented guitarists in our club who are available to perform. We will already be bringing our sound equipment and instruments, including a piano and drums, and other equipment necessary (e.g. microphones, microphone stands). However, although the club owns all other equipment necessary, it is currently missing a guitar—which is necessary for our club operations as we have live music at our weekly events. The guitar will benefit the club during the event and during each weekly event for the years that follow. The total cost of the guitar and accessories (as listed in the budget) is $460.

### Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Estimated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Site</strong></td>
<td></td>
</tr>
<tr>
<td>Room booking fee</td>
<td>$140.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>$140.00</td>
</tr>
<tr>
<td><strong>Music</strong></td>
<td></td>
</tr>
<tr>
<td>Fender CC-65CE Acoustic Electric Guitar in Natural</td>
<td>$300.00</td>
</tr>
<tr>
<td>Lock ID Guitar Strings 2 Inch Cotton Strap in Navy Blue</td>
<td>$30.00</td>
</tr>
<tr>
<td>Foray Acoustic Guitar Trigger Cap in Black</td>
<td>$30.00</td>
</tr>
<tr>
<td>Fender 76E 80/20 Silver Acoustic Strings 12-52</td>
<td>$10.00</td>
</tr>
<tr>
<td>Ibanez Powerpad Gigbag for Acoustic Guitars</td>
<td>$70.00</td>
</tr>
<tr>
<td>Fender 3.5L Shape Calibrated Picks 12 - Rock - Tortoiseshell</td>
<td>$10.00</td>
</tr>
<tr>
<td><strong>Guitar</strong></td>
<td>$460.00</td>
</tr>
<tr>
<td><strong>Materials</strong></td>
<td></td>
</tr>
<tr>
<td>Dinner and dessert plates</td>
<td>$100.00</td>
</tr>
<tr>
<td>festive room decor</td>
<td>$100.00</td>
</tr>
<tr>
<td>table decor</td>
<td>$100.00</td>
</tr>
<tr>
<td>drink dispenser</td>
<td>$80.00</td>
</tr>
<tr>
<td>lights</td>
<td>$100.00</td>
</tr>
<tr>
<td>cups</td>
<td>$40.00</td>
</tr>
<tr>
<td>napkins</td>
<td>$30.00</td>
</tr>
<tr>
<td>forks</td>
<td>$20.00</td>
</tr>
<tr>
<td>knives</td>
<td>$20.00</td>
</tr>
<tr>
<td>spoons</td>
<td>$20.00</td>
</tr>
<tr>
<td>table clothes</td>
<td>$35.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>$745.00</td>
</tr>
<tr>
<td><strong>Food</strong></td>
<td></td>
</tr>
<tr>
<td>Snacks</td>
<td>$200.00</td>
</tr>
<tr>
<td>dry food materials</td>
<td>$70.00</td>
</tr>
<tr>
<td>soft drinks</td>
<td>$50.00</td>
</tr>
<tr>
<td>catering</td>
<td>$1,000.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>$1,260.00</td>
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### Revenues

<table>
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<tr>
<th>Item</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Site</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td></td>
</tr>
<tr>
<td>UCM Account</td>
<td>$225.00</td>
</tr>
<tr>
<td>Donation by members</td>
<td>$400.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>$625.00</td>
</tr>
</tbody>
</table>

*Please do not include the funding from the AMS for which you are applying.
Discussion: Funding will go towards reusable materials and equipment that will continue to benefit this growing club. The event will also benefit the club and the greater UBC community. Funds committee recommends funding $2,000.

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<thead>
<tr>
<th>Carried</th>
<th>Defeated</th>
<th>Tabled</th>
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<tr>
<td>X</td>
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Moved: Cody
Seconded: Liam

Applicant Name: Matthew Sebastiani (MBA society) m.sebastiani@outlook.com

Primary Code:
Fund Name: SIF
Amount requested: $1000

Project Name and Description: BC MBA Games

BC MBA Games are a national sports and case competition that is being held at UBC for the first time (since we won last year). Our theme is ocean sustainability, highlighting to MBA students around the province the need to consider ocean preservation in business. MBA students from schools around the province will participate in the games. Monies received will assist us in hosting the games (please refer to budget below). The purpose of the games are to help students develop analytical and leadership skills. We will have actual case competitions (for example, our charity partner is OceanWise.) The underlying theme of our games is ocean sustainability, and its the goal to have students learn more about ocean preservation.

The students involved will learn more about leadership and academics. The participation in real business cases will enrich learning. The AMS as a whole will be able to also get involved by following us on social media.
This year, the Robert H. Lee Graduate School at the UBC Sauder School of Business will be the host school for the BC MBA Games.

We are excited to welcome over 120 strategic, smart and highly engaged MBA students to our Pt. Grey campus to participate in the October 2018 BC MBA Games. The Games are an annual tradition that bring together MBA students from Canada and the world who are studying in BC.

This year’s academic components of the Games explore topics of sustainability tied to ocean conservation, management and responsibility. We are looking forward to seeing where the participants take this and how they will demonstrate commitment and stewardship of this most precious resource.

The BC MBA Games represent a nexus of networking, innovative business and world problem solving, teamwork, leadership and competition for student participants. Partnering with this initiative as a sponsor is a fantastic opportunity for your organization to connect with and put your brand in front of this dynamic group of future business leaders and global change-makers.

Sincerely,
Darren Dahl
Senior Associate Dean, Faculty and
Director of the Robert H. Lee Graduate School

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### Budget for 2018 BC MBA Games

**Project Name:** 2018 BC MBA Games  
**Full Name:** UBC MBA Society  
**Date of Projects:** October 26-28, 2018

#### Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Estimated Cost</th>
</tr>
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<tbody>
<tr>
<td>Opening &amp; Closing Ceremony (Alumni Centre)</td>
<td>$3,695.00</td>
</tr>
<tr>
<td>Beach Volleyball (Off Campus)</td>
<td>$720.00</td>
</tr>
<tr>
<td>Dodgball (S1C)</td>
<td>$730.00</td>
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<tr>
<td>Misc. Equipment</td>
<td>$530.00</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$5,615.00</strong></td>
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<tr>
<td>Lunch x2</td>
<td>$4,900.00</td>
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<tr>
<td>Dinner x2</td>
<td>$11,750.00</td>
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<tr>
<td><strong>Total Meals</strong></td>
<td><strong>$16,650.00</strong></td>
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#### Miscellaneous

<table>
<thead>
<tr>
<th>Item</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Web &amp; Email</td>
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<tr>
<td>Games Hosting Fee</td>
<td>$1,575.00</td>
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<tr>
<td>Decorations</td>
<td>$1,800.00</td>
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<tr>
<td>Gifts</td>
<td>$5,800.00</td>
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<tr>
<td>Trophies</td>
<td>$700.00</td>
</tr>
<tr>
<td>Videographer</td>
<td>$1,500.00</td>
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<tr>
<td>T-Shirts &amp; Water Bottles</td>
<td>$3,900.00</td>
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<tr>
<td><strong>Total Miscellaneous</strong></td>
<td><strong>$8,875.00</strong></td>
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| Total Expenses                            | $31,140.00     |

#### Revenues

<table>
<thead>
<tr>
<th>Item</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>UBC</td>
<td>$4,560.00</td>
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<tr>
<td>SFU</td>
<td>$3,560.00</td>
</tr>
<tr>
<td>TRU</td>
<td>$3,060.00</td>
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<tr>
<td>VIU</td>
<td>$4,860.00</td>
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<tr>
<td>Uvic</td>
<td>$2,140.00</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$15,185.00</strong></td>
</tr>
</tbody>
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| Total Revenue                             | **$15,185.00** |

**Profit/Loss Estimate**  

($11,955.00)

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Discussion: The event is well-known in Canada and brings students from all over the country to the UBC campus. Also, the underlying theme of the games is ocean sustainability and allows students to learn more about ocean preservation. The Funds committee recommends funding $1,000.

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</table>
Moved: Cody

Seconded: Kuol

Applicant Name: Zeba Khan (Bangladesh Association) zebafkhan@hotmail.com

Primary Code: 603

Fund Name: CBF

Amount requested: 2000

Project Name and Description:

When it comes to fashion, Bangladesh has a rich history and continues to lead the export of garments worldwide. According to an article published in QUARTZ, Bangladesh was named the second largest producer of exported garments in 2013, and is known to offer cheaper labour expenses than China. In order to meet the rapid growth of the industry and the increasing competition, the garment industry owners in Bangladesh don’t practice fair trade. Our project ‘Made in Bangladesh’ is a campaign that aims to raise awareness about this issue through a fashion show. The purpose of the fashion show is to create a platform where participants will be encouraged to learn more about the topic. We believe that this event will draw the attention of students and highlight this issue.

The ‘Made In Bangladesh’ fashion show will bring together a number of Asian clubs and showcase their cultures to a larger audience. This event will allow our members, as well as the members of the collaborating clubs (Pakisntani Students Association, Seri Malaysia Club, Singaporean Students Association, UBC EDM Club, UBC Print Arts and Crafts club) to participate as models. Our main goal with this event is to create an opportunity for UBC students as well as BSA members to learn about Bangladesh’s fashion industry through a fun, social event. Our club generally relies on ticket sales to support social events. However, the costs associated with planning the ‘Made in Bangladesh’ fashion show is higher and therefore requires the support of this fund to make the prices of the tickets cheaper, and the event more accessible to all the students. Without the assistance from this grant, it will be very difficult for our club to successfully organize this event.
Discussion: The project ‘Made in Bangladesh’ is a campaign that aims to raise awareness about fair trade through a fashion show. The purpose of the fashion show is to create a platform where participants will be encouraged to learn more about the topic and how to contribute to rectifying this problem. The funds committee recommends funding $2,000.

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<tr>
<th>Carried</th>
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<td>X</td>
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</tbody>
</table>

Moved: Liam

Seconded: Jon

Applicant Name: Amita Mahey (UBC music initiative) amitamahey@hotmail.com

Primary Code: 882

Fund Name: CBF

Amount requested: 2000

Project Name and Description: UMI Equipment Purchase
We will be purchasing equipment such as instruments, speakers, cables, and a soundboard that will allow us to put out more inclusive and higher quality events that can cater to the needs of a broader audience.

The money from this grant will be put towards purchasing high quality equipment that is necessary for every event our club puts on. Compared to renting equipment for every event, purchasing is a long term investment that will save our club money in the long run, benefiting our club events for years to come. Saving money on rental costs will also allow us to provide better food (we serve a full dinner at each event as part of the entry cost) for our members. Another major advantage is that we will never have to compromise the sound quality at our events due to the unavailability of rental equipment. Lastly, having our own equipments will save our executives from having to transport the rental equipments back and forth from the music store for every single event.

Discussion: For purchasing equipment that will allow them to put out more inclusive and higher quality events that can cater to the needs of a broader audience. The money from this grant will be put towards purchasing high quality equipment that is necessary for every event the club puts on. Compared to renting equipment for every event, purchasing them is an investment that will save the club money in the long run and continue to benefit the club events for years to come. The funds committee recommends funding $2,000.

<table>
<thead>
<tr>
<th>Carried</th>
<th>Defeated</th>
<th>Tabled</th>
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<tbody>
<tr>
<td>X</td>
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</tbody>
</table>

Moved: Cody
Seconded: Andrew

Applicant Name: Katie Baillie  katherine.baillie7@gmail.com
Fund Name: SIF

Amount requested: 1000

Project Name and Description: Clinton Global Initiatives University Conference

The Clinton Global Initiatives University conference is a meeting of students and experts from around the world to discuss solutions to pressing global challenges. Each student group attending the meeting brings a commitment to action focused on addressing a challenge in their community. Our commitment is based on our outreach work in the Downtown Eastside with UBC HOPE. Since the conference this year is at the University of Chicago, most of our expenses are related to travel, including flights, hotel, and food while we are at the meeting. There are also expenses related to printing and preparing materials to take with us to the conference to present when we are there.

While attending this event we will be meeting with student leaders and innovators from around the world. This exchange of ideas and expertise will help us improve our own efforts at home. It will also provide a platform for us to present our work so far and future plans for outreach work with HOPE to a global audience. Since HOPE is an AMS club at UBC, we will also represent the AMS in a positive light internationally.

Discussion: The Clinton Global Initiatives University conference is a meeting of students and experts from around the world to discuss solutions to pressing global challenges. Each student group attending the meeting brings a commitment to action focused on addressing a challenge in their community. Their commitment is based on outreach work in the Downtown Eastside with UBC HOPE. The funding will offset the large personal contributions from each student. Funds committee recommends funding $1,000.
Moved: Cody

Seconded: Liam
Minutes of the AMS Finance Committee  
(Date: October 4th 2018 12:15 - 2pm)

Attendance

Present: Kuol Akuechbeny (AMS VP Finance), Chris Gooding(Councilor), Marium Hamid (AMS President), Arash Shadkam(Councilor), Jacqueline Wu(Councilor), Brock Roberts(Student at-large), Andrew Dyadin(Student at-large), Jonathan Tomalty(AMS VP Finance), Keith(Managing Director)

Regrets: Marium Hamid (AMS President), Jacqueline Wu(Councilor)

Recording Secretary:

Call to Order: 12:30pm

Agenda Items:

1. Agenda items and Minutes Approval  
   Moved: Chris   Seconded: Andrew  
   Un

2. Funding Approval(F & G, SPF)  
   BIRT the finance committee approves the new UBCFA payment plan.

   Moved: Chris   Seconded: Arash  
   Approved unanimously.

   BIRT the finance committee approves the $3600 loan to toIRSA on behalf of the UBCMUN, Green Chemistry UBC Green Science Symposium $350, UBC Fencing Club $1,247.10, The IONA Journal for $1000, B+MM Student Association for $300, Solidarity for Palestinian Human Rights for $1250,

   Moved: Chris   Seconded: Andrew  
   Approved unanimously.

3. AMS WUSC Student Refugee Coordinator position  
   BIRT the finance committee approves the proposed position of “AMS Student Refugee Program (SRP) Coordinator” and the allocation of the salary associated with it.

   Moved: Arash   Seconded: Andrew  
   Approved unanimously.

4. Codes changes (bi-annual financial report, funding)  
   BIRT the finance committee approves the code changes to funds and financial report changes
Moved: Arash   Seconded: Andrew  
Approved unanimously.

5. **Subsidies criteria and may be U-pass subsidy too** ([https://www.ams.ubc.ca/student-services/u-pass/](https://www.ams.ubc.ca/student-services/u-pass/))
   
   Criteria :
   - Range base student loan
   - 2017/2018 $ 
   - Circumstances ie medical or other reasons they cant work

6. **Sub-committee terms of reference updates**

   *BIRT the finance committee approves the proposed changes to “Terms of Reference: Impact Grant Adjudication Working Group”*

   Moved: Andrew   Seconded: Chris  
   Approved unanimously.

7. AMS Finance Goals: Anything to added?
8. 2018 Fee related referendum(CCP, SASC, GCC-> SIF) - Only if time allows and I have necessary information by then
9. A.O.B

**Next Meeting**

The next scheduled meeting for **October 18th 2018 at 12:15pm**.

**Adjourn**

There being no further business the meeting was adjourned at.....
Minutes of the AMS Finance Committee  
(Date: September 20th; and Time: 1pm)

Attendance

Present: Kuol Akuechbeny, Chris Gooding, Marium Hamid, Arash Shadkam, Jacqueline Wu, Brock Roberts, Andrew Dyadin
Regrets: Jonathan Tomalty
Recording Secretary: Chris Gooding

Call to Order
The meeting was called to order at 1:00 pm

Agenda Items

1. Approval of the Agenda

   Moved by Marium  
   Seconded by Arash

2. Appoint that Vice-Chair (support the chair and takes minutes in case AVP can’t attend the meeting)

   Be it resolved that Brock Roberts is appointed as Vice-Chair of the Finance Committee for the period ending in April 2019
   Unanimously appointed.

3. Overview of the FC roles and factors to pay attention to on the budgets/Credit card

   Approves outflow of money from the AMS, recommended by subcommittees.
   Approves funding for various grants that are recommended by subcommittees.
   Approves code changes.
   Approves the budget as well as quarterly reports.
   Large capital projects that involve IT, recommended by subcommittees.
   Divestment policy approvals.

   Appointments to subcommittees:

   SPF Committee:
   Be it resolved that Chris Gooding is appointed to sit on the SPF Committee for the term ending April 2019.
   Funds & Grants Committee:
   Be it resolved that Andrew Dyadin is appointed to sit on the Funds & Grants Committee for the term ending April 2019.
   Impact Grant:
Be it resolved that Jacqueline Wu is appointed to sit on the Impact Grant working group for the term ending April 2019. 
Unanimously approved.

4. Short-term Loan (UBC FA) situation
A new terms of repayment needs to be developed to accommodate for the FA’s inability to repay their loan on time, this will be determined at a future meeting.

5. Funding approvals (Impact, Grant, SPF and Funds and Grants) and WUSC role position extension

Be it resolved that the Finance Committee approves Sara Fudjack to receive $3000 from the Impacts Grants account.
Be it resolved that the Finance Committee approves Vivian Tsang to receive $3000 from the Impacts Grant account.

Moved by Chris Gooding
Seconded by Andrew Dyadin

Be it resolved that the Finance Committee approves $1500 for the Underwater Hockey Club.

Moved by Brock Roberts
Seconded by Andrew Dyadin

Be it resolved that the Finance Committee approves $12000 for BizTech.

Moved by Jacqueline Wu
Seconded by Brock Roberts

Be it resolved that the Finance Committee approves $355 for Kite Vancouver

Moved by: Arash Shadkam
Seconded by: Andrew Dyadin

Be it resolved that the Finance Committee approves $2970 for Water Polo Club

Moved by: Andrew Dyadin
Seconded by: Arash Shadkam

Be it resolved that the Finance Committee approves $2000 for Dear Elizabeth at the Vancouver Fringe
Moved by: Arash Shadkam  
Seconded by: Andrew Dyadin  
Be it resolved that the Finance Committee approves $1000 for supporting foot care health for the urban indigenous people

Moved by: Andrew Dyadin  
Seconded by: Jacqueline Wu  
Unanimously approved.

Next Meeting

The next scheduled meeting is in (Determine bi-weekly meeting for the entire one or two terms: https://www.when2meet.com/?7115455-Stbch) .......

Adjourn

There being no further business the meeting was adjourned at 2:16 P.M.
Agenda of the AMS Finance Committee  
(Date: September 10, 2018)

Attendance

<table>
<thead>
<tr>
<th>Name &amp; Position</th>
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<tbody>
<tr>
<td>Kuol Akuechbeny – VP Finance</td>
<td>X</td>
</tr>
<tr>
<td>Jonathan Tomalty – Associate VP Finance</td>
<td>X</td>
</tr>
<tr>
<td>Liam Simpson – Associate VP Administration</td>
<td>X</td>
</tr>
<tr>
<td>Cody Haddow – Funds and Grants Administrator</td>
<td>X</td>
</tr>
<tr>
<td>Katherine Westerlund- Student-at-large</td>
<td></td>
</tr>
</tbody>
</table>

Recording Secretary: Cody Haddow

Call to Order

The meeting was called to order at 10:07am

Agenda Items

1. Approval of Agenda

   Moved: Kuol  
   Seconded: Liam

   Carried Defeated Tabled  
   X

2. Review and Approval of Fund Applications

   Be it Resolved That the Finance Committee approves funding allocation:

   **Applicant Name:** Pau Sard (UBC Underwater Hockey Club)  
   **Primary Code:** 567  
   **Fund Name:** CAF  
   **Amount requested:** $1,500  
   **Project Name and Description:** Equipment/ gear for new players

   **Benefit to Club:** The main goal is to increase club membership. Last year, after Imagine Day, we got upwards from 15 people trying out Underwater Hockey, but we faced the problem of not having enough gear to give out for them to comfortably try. We don't want this to happen this year. We are expecting another 15-20 people to try out and realistically retain 10 of them. This would almost double the club membership and assist with membership fees. This will also help with the goal of creating a UBC-based competitive club that can go to tournaments around Canada and around the world. This is the first step.
**Equipment needed:** Waterpolo Caps; Snorkle + Mouthguard (x10); Mask (x10); Glove (x10); Sticks(x10); Pucks(x10); and the Fins(x10 pairs). The aim of the project is to be able to fully gear 10 new players. This gear will be used by the new players until they are sure they want to commit, and then they will buy their own, and the gear will be reused for the following year.

**Student Benefit:** If we get this grant, we will develop into a bigger club. We have the chance, also, of becoming a competitive club in Canada. This grant will give the members of the AMS another club they can join and compete in Canada. It is also important to note that, if the club owns gear set, it decreases the overall cost of participating to students. It could be the case that some potential players cannot play due to the cost of purchasing all the gear, so this would break down the financial barrier. This is important because students already have many economic burdens and we don’t want playing a fun sport to be one.

### Gear for New Players

**Project Name:** Underwater Hockey Club Gear for New Players  
**Full Name:** Paul Sand  
**Date of Project:** September 3rd 2018 - May 1st 2019

#### Expenses

<table>
<thead>
<tr>
<th>Gear</th>
<th>Estimated</th>
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<tbody>
<tr>
<td>Fins</td>
<td>$300</td>
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<tr>
<td>Pucks</td>
<td>$367.26</td>
</tr>
<tr>
<td>Mask</td>
<td>$378</td>
</tr>
<tr>
<td>Snorkle + Mouthguard</td>
<td>$149.5</td>
</tr>
<tr>
<td>Sticks</td>
<td>$282.5</td>
</tr>
<tr>
<td>Mesh Bag</td>
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<tr>
<td>Gloves</td>
<td>$360</td>
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<tr>
<td><strong>Totals</strong></td>
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#### Tournament Fees

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<tr>
<td>Per Player</td>
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<td><strong>Totals</strong></td>
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#### Miscellaneous

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<tbody>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$21.75</strong></td>
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</tbody>
</table>

**Total Expenses**  
**$2,648.00**

**Profit/Loss Estimate**  
$(2,648.00)$

#### Revenues

<table>
<thead>
<tr>
<th>Funds</th>
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<tbody>
<tr>
<td><strong>Totals</strong></td>
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<td><strong>Confirmed</strong></td>
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</tbody>
</table>

*Please do not include the funding from the AMS for which you are applying*

**Discussion:** Funding will be used for equipment/ gear to increase club membership and reduce financial barriers for UBC students trying the sport. Will be a one-time expense to increase number of people participating in athletics. The Funds committee recommends approving funding of $1,424 (50% of total expenses).

**Carried**  
**Defeated**  
**Tabled**  
**X**

**Moved:** Liam
Seconded: Cody

Applicant Name: Sakiko Toriya (UBC BizTech)

Primary Code: 523

Fund Name: Short-term loan

Amount requested: $12,000

Project Name and Description: Blueprint

This purpose of this loan is to make sure we have the funds to host Blueprint, our flagship conference. We have applied for multiple grants and will continue to apply for more as they become available, but because Blueprint is a relatively early conference, we want to secure funding right away. This way, we also feel more comfortable spending on our earlier five events held between September and November. We’re currently taking a conservative approach in budgeting for events because we’re worried we won’t have enough funds in time for Blueprint. However, we would like to feel comfortable in spending slightly over what is budgeted if we decide it would be beneficial for our members, and that is why we are applying for the AMS loan.

The payback play is displayed on the attached budget and described below.

The $12,000 loan will be paid back in five installments, assuming we receive the loan in August 2018:
- September 2018 (Period 5): $1,500
- October 2018 (Period 6): $1,500
- November 2018 (Period 7): $2,000
- December 2018 (Period 8): $4,500
- January 2019 (Period 9): $2,500

Sources of revenue
- September 2018 (Period 5) - total revenue: $1,900
  - $1,900 in membership sales ($10 x #190)
- October 2018 (Period 6) - total revenue: $2,800
  - $300 in membership sales ($10 x #30)
  - $2,500 in sponsorship from Lighthouse Labs Vancouver
- November 2018 (Period 7) - total revenue: $15,750
  - $1,250 in membership sales ($10 x #125)
  - $4,500 in Blueprint ticket sales ($20 x 225)
  - $4,500 in funding from CUS Conference Affiliation Program (pending)
  - $3,500 in funding from UBC Sauder School of Business (pending)
- December 2018 - None
- January 2019 - total revenue: $300
  - $300 from membership sales ($10 x #30)

The full loan will be repaid by January 31, 2019.

Look at the attached documents for Budget.

Discussion: Receive short-term loan of $12,000, but contingent on the club following the payback schedule. The club is in good standing and have history of accountable budgeting. The Funds committee recommends approving the short-term loan.
Applicant Name: Archie Stapleton

Primary Code:

Fund Name: SIF

Amount requested: $455

Project Name and Description: Kite Vancouver's Formal Recruitment Launch: Student's Powering Change

Kite Vancouver is a student-led nonprofit running community driven projects in various areas of need across the city. Kite is also global network of like minded organizations enacting change around the world.

Purpose: This event is an opportunity for leaders in the Vancouver community to come to our campus and speak to students in an intimate setting about the potential they have to create change in their communities. Often times students have a deep desire to involve themselves in issues they care about, but lack the knowledge and direction to actualize their passions into impact. This event is designed to both motivate and help guide students to a point where they are comfortable pursuing action in areas that help those in less privileged positions.

Current speakers include the Honourable David Eby- Attorney General for the Province of British Columbia; Allison Felker- Executive Director of the Vancity Foundation; and Sima Sharifi- Vice Chair of Oxfam Canada.

The money from this grant will go towards funding the basic necessities of running a successful event. Where possible, we have been frugal in our spending choices:

- Room bookings: Liu Institute Multi-Purpose Room. We expect a turnout of 75+ students, and thus require a location with sufficient capacity. We chose this space over a lecture hall because of the less hierarchical seating structures and ability to use the front lobby as a reception. The Lui institue has given us a reduced rate and removed the cleaning fees under the provision that we handle the cleaning ourselves. The room booking cost is $375 CAD.
- Tea, coffee and snacks. We hope that providing light refreshments will make the event more appealing, as well as give ample opportunity for people to mingle and network after the speaking event is complete. We feel that providing snacks and tea gives a sense of legitimacy to what we are doing and is a natural end to the event that encourages engagement. The cost of food and drink is $80 CAD.

Benefit Students:
The students involved will be able to hear from leaders in many areas of the public and private sector on the power and potential for youth to enact change in the community. They will thus be benefited in three major ways:

- First, they will be able to hear stories and insights of people—now leaders of our communities—who are able to provide insight and share anecdotes about their time as youths, and experiences in situations similar to that of the audience. We believe very strongly in the power of story and positive rhetoric as a mechanism to recognize difficulties and articulate plausible solutions or paths of inquiry.

- Second, they will have the opportunity to network with their peers and the speakers themselves both prior to and following the event. This will provide students of all ages with a precedent for the existence of like-minded students. An assurance of community and that you are not alone in your endeavors is a profound motivator and springboard for people wanting to be engaged but not knowing where to begin.

- Finally, they will learn about or be reminded of the ability they possess to make substantive change. Many students feel lost and insignificant in the immense systems that govern our society. This event will be a reminder to them that their involvement does matter and can create a tangible improvement in the lives of many. This will give purpose, motivation, and an avenue for students who wish to go down the path of social activism.

The benefit to the AMS will be twofold:

- One, the AMS logo will be present on our promotional materials—allowing publicity for the AMS on an event that is aimed at mobilizing students to involve themselves in meaningful social issues.

- And two, as a representative body of the entire student population at UBC, will benefit from a greater number of students talking about, reflect upon and acting on their passions and the contributions they can make to improve both the university and the broader community.
Discussion: Will benefit the UBC community by bringing prominent speakers to campus. It will also benefit students by providing ways to get involved on the UBC campus with like minded peers. The Funds committee recommends approving funding of $341.25 (75% of total loss without using their last year fundraising). Other option is approving funding for $266.25 (75% of total loss including last year’s fund raising).

Moved: Liam
Seconded: Kuol

Applicant Name: Amelia Milne (Water Polo Club)
Primary Code: 685
Fund Name: CAF
Amount requested: $3,000
Project Name and Description: UBC Fall Classic
**Purpose:** We are hosting the annual Fall Classic Water Polo Tournament from September 28th to September 30th, 2018 at the UBC Aquatic Centre. The UBC Water Polo Club is made up of students from various faculties and years, including undergraduate, graduate, and exchange students. By hosting the Fall Classic, the UBC Water Polo Club offers an opportunity for its members to gain valuable competition experience in a friendly atmosphere. The tournament features a range of University and Master Water Polo teams from both Canada and the United States, and is held at the end of September to kick off our season as a team. We offer 2 divisions, Open A and Open B, so that both beginner and advanced players have the opportunity to learn and develop their skills in a comfortable environment, by both playing in games and watching other teams play. Overall, this tournament aims to further the club’s mission of promoting healthy living and social engagement among our students, in a friendly and inclusive atmosphere.

While UBC students do not contribute directly to tournament expenses, any budget shortfall once the tournament is done must be paid off by player membership fees, as they are the club’s only revenue. Should we have a budget shortfall of $6050.00 and a membership of 60, this will result in a cost of approximately $100/member to host this tournament. While this may not seem like a large amount, it is important to consider that UBC is one of the few universities that actually charge their aquatic-related student clubs for pool time. Should we receive the grant, the majority of the funding will cover the pool costs, especially since the new pool has exponentially higher rental fees than the old one. It will also cover other basic tournament costs including referee costs, coaching costs, new balls, rental equipment such as the scoreboard and kick-out board, and provisions for our referees and volunteers.

**Benefit to Students:** Our projected 2018/19 membership is 60 students, immensely growing from our last year’s membership of 40. This tournament offers 2 divisions so that all of our players, beginners and advanced, have the opportunity early in the season to develop their skills and see what a real game of Water Polo looks like. As well as those members participating in the competition, prospective members, friends and family members will also benefit from exposure to the sport during the tournament. In the past, we have seen players bring fellow classmates and dorm-mates to watch them play, thus doubling or tripling the number of students involved in the tournament. Every year about 12 teams participate in the tournament, for a total of approximately 300 participants coming from as far away as California, or as close as the Lower Mainland. This tournament hosts teams that are made up of high school and undergraduate students from other universities, potentially looking at UBC as a choice for their post-secondary education. We have had multiple high school students ask whether we host this tournament annually, saying that it is a factor in choosing UBC as they would like to go to a school where Water Polo offers a teams that hosts and travels to tournaments. Furthermore, this tournament allows us to showcase our amazing new pool facilities at UBC, which is also an enticing factor for those high school Water Polo players thinking about attending UBC. In relation to how this benefits the AMS specifically, it’s important to note its mission statement of “To improve the quality of the educational, social, and personal lives of the students of UBC”. I believe this tournament represents exactly what the AMS’s goal is, as it allows students from various faculties, years and demographics to come together as a team, represent UBC, and not only improve their social life, but also their personal life by providing a fun way to stay healthy.
Discussion: The tournament has proven to be successful in attracting teams from all over BC as well as teams from California. The funding will enable the Club to host the tournament again this year and continue to increase participation in athletics. In relation to how this benefits the AMS specifically, it’s important to note its mission statement of “To improve the quality of the educational, social, and personal lives of the students of UBC”. We believe this tournament represents the AMS’s goal as it allows students from various faculties, years and demographics to come together as a team, represent UBC, and not only improve their social life, but also their personal life by providing a fun way to stay healthy. The Funds committee recommends approving funding of $2,970.

Moved: Cody
Seconded: Jon
Applicant Name: Ivonne Zhao (UBC Players Club)
Primary Code:
Fund Name: CCP
Amount requested: $2,000
Project Name and Description: Dear Elizabeth at the Vancouver Fringe. A 100 minute production co-produced by students.
Festival Dionysia (term 2 production), Fringe Festival (summer production), Mainstage production (term 1 production), arts-related events, equipment purchase

The money will be used for our summer production in collaboration with the Vancouver Fringe, entitled “Dear Elizabeth”. This project provides an excellent opportunity to expand the scope of theatre, bringing UBC students the chance to participate in creating art in the city and in the theatre industry. The UBC community will get to learn from professionals, and will be given the opportunity to network and share their skillset with working artists in the city. The money will help the UBC Players Club increase their presence, and will showcase the work of UBC students to a wider audience.
Discussion: Approved funding will be subtracted from their annual allocation. The Funds committee recommends approving funding of $2,200.
Moved: Liam
Seconded: Kuol

Applicant Name: Chantell Cleversey (76899889)

Primary Code:

Fund Name: SIF

Amount requested: $1,000

Project Name and Description: Supporting Footcare Health for the Urban Indigenous Population

Description: The workshop will consist of an educational and interactive component as well as an actual footcare component. Participants will enjoy light diabetic-friendly refreshments while learning about footcare, diabetes, nutrition and several natural alternatives for footcare items such as cream. Medical students will help deliver this information along with the appropriate subject matter experts we have on our team. During this informative discussion, participants will sequentially receive footcare from specialized nurses trained in providing footcare. At the end of the workshop, participants will be given a small collection of footcare supplies to take home for future personal care. This is where we are requesting funding go towards.

Impact: The Truth and Reconciliation Commission (TRC) created a history record of residential schools and made 94 calls to action, seven of which are addressed to health. This event will benefit AMS by providing them with the opportunity to honor the reconciliation process and allow them to show evidence of the support towards our Indigenous students and communities.
Discussion: This project will further the AMS’ commitment to the Truth and Reconciliation Commission by expanding meaningful partnerships that address Indigenous issues and develop opportunities for students to volunteer in these communities. Because footcare has been singled out by the local Indigenous community on Vancouver Island as an area in need, they united a diverse team of healthcare professionals and Indigenous community members and advocates to target this matter. We recommend funding the project ($1,000).

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<th>Cost $</th>
<th>Cost+Tax $</th>
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<td>9</td>
<td>Bandaid S Pairs</td>
<td>1 box - 60 assorted sizes</td>
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<td>Duffle bag for items</td>
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Reach Your Feet File Set [for select individuals who are unable to reach their feet]

13 Item 14

Triclin powder (antifungal powder) [for select individuals with fungal growth] 1.100g Spray 9.48 10.62

$ TOTAL per kit [items 1-12] 48.6 54.66
$ TOTAL per kit [items 1-13] 90.8 90.6
$ TOTAL per kit [items 1-14] 108 108.27
$ TOTAL per kit [items 1-14] 90.28 101.1

$ Average cost of various kit forms 69.54 77.88

One Workshop per Month: September-May 2018/2019

Required funds for self-care kit to supply 3 workshops with estimation of 10 participants per workshop

10 Participants X 3 Workshops X Average Cost of Kit $ 2336.544

Note: this estimation of cost may be slightly over the true amount, however we feel it is important to ensure the budget covers all potential costs.

Carried    Defeated    Tabled

X

Moved: Liam
Seconded: Cody

Next Meeting
The next scheduled meeting is September 24th.

Adjourn

Moved: Cody
Seconded: Jon

There being no further business the meeting was adjourned at 10:46pm.
Agenda of the AMS Finance Committee  
(Date: August 14th 2018, 6:15pm)

Agenda of the AMS Finance Committee  
(Date: August 22nd 2018, 6:30pm)

Attendance

Present:

Regrets:

Recording Secretary:

Call to Order

The meeting was called to order at ______

Agenda Items

1. Agenda & Minutes Approval
2. Funding Approval (From Funds and Grants Committee)
3. Short-term Loan (Bike-Coop)
4. Quarterly reports: Updates and going through the budget document
5. Proposed Codes Change
6. A.O.B

Next Meeting

The next scheduled meeting is (Date & Location)

Adjourn__________________________

There being no further business the meeting was adjourned at _______
Minutes of the AMS Finance Committee
July 9th 2018, 6:15pm

Attendance

Present: Kuol, Conrad, Jeanie, Jon, Marium, Arash, Katherine
Regrets: Chris

Recording Secretary: Jonathan Tomalty

Call to Order

1. Intro

BIRT the agenda of the July 9th Finance Committee is adopted.

Moved: Marium Seconded: Jeanie
Approved unanimously.

2. Minutes Approval

BIRT the Finance Committee minutes from June 27th are approved as presented.

Moved: Jeanie Seconded: Conrad
Approved unanimously.

3. Funding Applications

Campus Culture and Performance Fund:

The committee approves the application for the requested funding

Student Initiatives Fund:

The committee approves the application for the requested funding

The committee notes their desire for an executive summary and rundown of criteria by the fund committee of funds they recommend for approval.

4. Codes Changes (Funds, Q4 report to be reported at AGM but NOT Campus Culture & Performance benefactors)

Funds

Presenting Quarterly Report at AGM
Campus Culture and Performance fund: Additional benefactors cannot be added by AMS Council, however the current benefactors can “donate” to other groups that meet the same funding criteria.

5. Investment Policy

Kuol will be meeting with PH&N Investment Managers on Thursday July 26th to gain information to share at next committee meeting.

6. 2018/19 and Beyond SASC Finances (Short presentation)

Kuol shared the SASC Presentation.

[Marium]: SAIF was established at the beginning of SASC when the operational budget did not utilize the entirety of the fee revenue.

[Jeanie]: How much is in SAIF?

[Kuol]: $59,106

[Jeanie]: If we want the SAIF to continue to exist, we should utilize the increased enthusiasm around this issue to get more of a buffer.

[Marium]: More needs to be explored surrounding private insurance, etc. if they would like to go private.

[Jeanie]: Referenda are difficult to pass, we should increase the amount above breaking even in order to be prepared for cost inflation in the future.

[Marium]: The referendum passing is vital for the future, and we need to balance the likelihood of it passing with the additional funding we are asking for.

[Jeanie]: When you are presenting to Council, it would be useful to explain the structure behind the expenses and what we are getting for that money (increased hours etc.)

[Marium]: all of this would be subject to change with unionization.

[Conrad]: Why are $7.50 and $7.26 both included?

[Kuol]: $7.50 is the minimum we would ask for, $7.26 is what was asked for in the previous referendum

[Jeanie]: How much of this information is in closed?

[Marium]: None of it: all info comes from the budget doc.
Minutes of the AMS Finance Committee  
July 26th 2018, 6:15pm

Attendance

Present: Chris Gooding (AMS Councillor - on call), Arash Shadkam, Jeanie Malone (UBC BOG & Student Senate), Kuol Akuechbeny (AMS VP Finance), Katherine Westerlund (Student at large), Keith Hester, non-voting (AMS Managing Director), Michelle Marcus, guest (AVP Sustainability)

Regrets: and Marium (AMS President), Jonathan, non-voting (AVP Finance) and Conrad Tomaszewicz (Student at Large)

Recording Secretary: Katherine & Jeanie

Call to Order

The committee was called to order at 6:25pm.

1. Agenda items and Minutes Approval

BIRT the agenda of the July 26th Finance Committee is adopted.

Moved: Arash  Seconded: Jeanie
Approved unanimously.

BIRT the Finance Committee minutes from July 9th are approved as presented.

Committee asks VP Finance to proofread and return.

7. A.O.B

N/A

Next Meeting

The next scheduled meeting scheduled for July 26th 6:15 pm.

Adjourn

There being no further business the meeting was adjourned at 7:13pm.
2. Appointment of EUS President (Kate Burnham) to the Walter Gage Fund

BIRT Kate Burnham is appointed to the Walter Gage Fund Committee.

Moved: Jeanie  Seconded: Katherine
Approved unanimously.

3. Investment Policy

The committee received a presentation from Michelle Marcus, AVP Sustainability, on the history of Divestment.

[Arash]: Why the 50% behind foreign domestic?

[Keith]: Historically, we were trying to ensure investment in Canadian environment. We need to change this to fit with the divestment piece as stripping out all fossil fuel based investments in Canada doesn’t leave a lot of options.

[Arash]: Will this conflict with any of the AMS’s other goals?

[Kuol]: Don’t think so. Research indicates other countries have many green investment options.

[Arash]: How do we ensure that we are not favouring one country only?

[Kuol]: Our investment management group makes a rubric based on our policy, and invests in companies that fit that criteria. Unlikely that this will result in only one country.

[Michelle]: To maximize returns and reduce risk they will likely spread it out as much as they can to make it more secure and stable.

[Arash]: Do you see any reason why in the future the foreign/domestic ratio could matter?

[Michelle]: Mostly only would matter for equities - fixed income looks like it will be Canadian.

[Keith]: This only impacts up to 35% of our portfolio.

[Max]: Governance committee has some notes on the wording of the policy; it needs to be copyedited before it comes to council.

[Jeanie]: Who developed this? Who was consulted?

[Kuol]: Michelle, Keith, RBC investment management team, Centre for Social Innovation and Impact Investing.
[Kuol]: Note we want to have it approved by next Council but effective Nov 1st to let the RBC team have time to implement it.

[Arash]: How long do we think it will take to make up for the “loss” through this divestment?

[Kuol]: We should expect better returns than present within four years.

[Michelle]: Generally around 6% of a portfolio is in fossil fuels. Not sure how much of ours is.

[Keith]: Total amount invested is $16 million.

[Arash]: Of interest - Ireland’s recent divestment does leave wiggle room to continue investment in fossil fuel companies that are doing R&D in renewables or other enterprises.

[Michelle]: Interested to see how that is controlled and measured.

[Jeanie]: The “cut off” in the policy here is through the Carbon Underground 200 list. Do we think this is sufficient?

[Michelle]: The Carbon Underground 200 list and definition comes straight from RBC - they have a set of funds preset. We also haven’t included things like burning fuels for utilities, etc. The idea behind divestment is about the statement - to put pressure on companies, the government, etc.

[Arash]: You mentioned universities who have done this - like Laval. Any lessons learned?

[Michelle]: In terms of student societies - McGill is the only one I know of. I suspect others have, they have made many statements in tangential areas. It has precedent.

[Katherine]: Do you think this will receive the same blowback that the UBC sustainable futures fund did?

[Michelle]: The goal with divestment is to take away social license from the fossil fuel industry. It’s not about directly bankrupting them - it’s about making that statement. I think this is the right stand - ESG is a good piece in here too.

[Jeanie]: So, we feel this meets the spirit of the referenda.

[Arash]: Still concerned with the lifting of the 50% cap - we don’t want to be in the position of favouring countries other than Canada.

[Katherine]: It’s still only 35% of the whole portfolio... and this could be good if Canada goes into a recession etc...
BIRT the Finance Committee approves the Investment Policy to be brought to Council with the understanding that Sheldon will copy edit the policy as per the advice of Governance Committee.

Moved: Katherine Seconded: Arash
Approved unanimously.

4. AMS Finance Goals and Submitted by July 31st

[Katherine]: Yes, we should follow our Terms of Reference.

BIRT the Finance Committee approves the 2018-19 Finance Committee goals as presented by the VP Finance.

Moved: Jeanie Seconded: Arash
Approved unanimously.

5. A.O.B

[Michelle]: Kuol and I will be presenting to council the divestment piece - any critique?

[Katherine]: I would get the actual 200 list and send it out.

[Jeanie]: Could tighten up the intro - council just received a thing on climate justice and it is probably fresh in their mind.

[Michelle]: Should I send out additional reading/information? On returns of divestment, etc?

[Jeanie]: Sure

Next Meeting

The next meeting will be scheduled by when2meet: Aug 14th and 16th.

Adjourn

There being no further business the meeting was adjourned at 7:56pm.
Minutes of the AMS Finance Committee  
August 14th 2018, 6:15pm

Attendance

Present: Arash Shadkam (AMS Councillor), Jeanie Malone (UBC BOG & Student Senate), Kuol (AMS VP Finance), Katherine Westerlund (Student at large), Keith, non-voting (AMS Managing Director), Liam (guest), Morgan (Sustainability Projects Fund), Rishav (Financial Systems), Chris Gooding (AMS Councillor - on phone)

Regrets: Jonathan, non-voting (AVP Finance) and Conrad Tomaszkiewicz (Student at Large), Marium (AMS President),

Recording Secretary: Katherine Westerlund

Call to Order

The meeting was called to order at 6:17pm.

Agenda Items

1. Approval of the Agenda

*BIRT the Agenda of the August 14th Finance Committee is adopted.*

   Moved by: Jeanie  Seconded by: Arash

2. Credit Card Update

[Rishav]: AMS has a $250,000 credit limit with RBC (hard limit for total AMS). This is allocated to various clubs, constituencies, and staff/departments. We allocated constituencies up to 3% of previous year’s revenue. For employees/depts, we looked at previous expenditure.

Discussion - CUS limit is $25k. This seems high. The committee discussed manners for distributing this to reduce liability (two $12.5k cards, reducing it, etc).

[Rishav]: reserve = 20%, clubs will probably have 50-60 cards available as school starts. Transactions must be approved by Kuol/Keith/Rishav (depending on the nature of the transaction).

[Jeanie]: Who will be getting cards?

   [Rishav]: the 50-60 cards refers to new clubs in the system.

[Jeanie]: How does this change the workflow?

   [Kuol]: No involvement of finance people/accountants, lesser paper reimbursements.
[Jeanie]: Estimations on time this would take?

[Rishav]: It would be a lot of work, but paper is a lot of work too. Looking to move to an e-transfer system as well, which would reduce workloads on the finance staff.

[Kuol]: Some problems include worries about people “doubling up” purchases (i.e. submitting both on credit card and hard copy receipt).

3. **Evaluating & Approve Projects Funds (Funds and Grants, Impact Grants and Sustainability Project Funds):** All the four projects are approved by the respective subcommittees

BIRT the Finance Committee approve the funding of the applications as recommended by the Fund and Grants Committee:

- **TITLE:** Description: Supporting Footcare Health for the Urban Indigenous Population  
  **AMOUNT:** $1000

Moved: Jeanie  
Seconded: Katherine

Discussion:

[Jeanie]: this document doesn’t tell me anything about the actual application or specifics of the event that was recommended to be approved. I’d like this tabled until we are provided the application itself or the discussion from F+G comm.

[Kuol]: this person wants to promote healthy footcare practices. Having issues differentiating between what finance comm should do and what F+G should be doing, not sure where the boundary is.

[Jeanie]: don’t want to duplicate work, but also not interested in rubber stamping

RESULT: Tabled until next committee meeting, with Kuol sending out more information about this application.

BIRT the Finance Committee approve the funding of the applications as recommended by the Sustainability Projects Fund Adjudication Committee:

- **TITLE:** Period.  
  **AMOUNT:** $6160

Moved: Jeanie  
Seconded: Katherine

Discussion:

[Jeanie]: Yes I like this layout better. Lots of discussion that we can see and understand. I think this should be approved.

- **TITLE:** Chasing Sustainability Conference.  
  **AMOUNT:** $2133.60
Moved Jeanie  Seconded Arash

Discussion:
[kuol]: should this club also be allowed to apply for other AMS funds for this event?
[everybody]: no

RESULT: Approved

BIRT the Finance Committee approve the funding of the applications as recommended by the Impact Grant Adjudication Committee:

- **TITLE:** First Year Mental Health and University Transitions Study: Budget Revision Proposal
  - **AMOUNT:** $3000

Moved  Arash  Seconded Jeanie

Discussion:
[jeanie]: so what is happening here.
[kuol]: Originally allocated ~$600 for rewards, didn’t end up giving out awards, so we are approving a budget reallocation.
[jeanie]: we are essentially being asked to retroactively change someone's wage here. do we normally do this, what is the standard for paying wages out of this fund?
[Kuol]: budget reallocation would go towards costs that weren’t fully covered in the first place.
[Jeanie]: what I want to see from this (also a discussion for Impact Grant people) is we need rules about rates for paying people, maybe match to worklearn rates? If we do this, we establish precedent for people to come and give random hourly wages. Steal UBC’s research payscale? Don’t want to be looking at getting the most work for the least amt of money from this fund.
[Kuol]: recommend looking into this.
[Jeanie]: Worklearn is expensive a bit. Struggle will always be: should we pay stipends? Should be a convo with whoever owns money that goes into this grant. In this case I think we could (barring any rules we have about this) approve this, but definitely need to look into this in the future.
[kuol]: we don’t have any rules about salaries currently.
[jeanie]: since no excess funds are being allocated, I guess we should approve this for the original amount. Is this project done yet?
[kuol]: no, there were some delays. Aiming to be done by the end of the summer.
[arash]: big questions: are we giving out stipends, and if so: how?
[jeanie]: in the future, for applications to change funding allocations could we be provided with the original application as well please?

4. Allowing Repetitive Project for the SPF Funding? And should one club apply for more than one AMS Funds?
[Morgan]: There are some projects that haven’t been maintained - SEEDS projects, for instance. The thought is to establish something for a returning project.

[Jeanie]: is this supposed to be an initiator fund? (yes). If there are projects in our building, the only people funding it will really be the AMS.

[Morgan]: things have gotten broken, and there isn’t really something that could be used to fix that (eg. green wall downstairs).

[Jeanie]: right now I think it makes sense for reapplications, but it should be something we consider improving in the future. if the goal is finding SEEDS projects or other nest projects, might make sense for some “nest reanimation fund” esque fund to exist. Do we know how many projects need this continual funding? Add a question to the SPF form that will ask if this thing will require upkeep, and how that will be funded.

[Arash]: what sort of projects are we talking about?

[Morgan]: Conferences, SEEDS projects, Engineering capstone projects (nice), once these projects are completed nobody is really “in charge” of upkeeping these things though. Might be nice to have continual upkeep of projects.

[kuol]: can try and budget based on money spent in the past.

[jeanie]: cnvo to be had with SEEDS to have a joint reimbursement fund to keep things going? People who are leading these projects graduate..

[Morgan]: these projects have had issues in the past. Verbal confirmations were given out, and AMS was on the loop for a lot more money than they actually had available. SEEDS are the most expensive projects on the sheet. Don’t want this fund to take away from other things we should be doing

[Jeanie]: don’t think SFP should be a long term funding fund. Need another convo (chris, seeds, keith) about what we want to fund re: upkeep. Talk to SEEDS about their intentions when partnering with the NEST, because there are some long term problems here clearly.

[arash]: who defines the seeds projects?

[morgan]: had a meeting with a list which could be implemented this year. If you do require funding, you look for outside funding. SEEDS is UBC run. Coordinator of SEEDS is on the SPF committee, which is good.

[arash]: could the maintenance be a new project?

[morgan]: yes, but that would require a person to actually want to do those things. Would be a ton of work. will set up a meeting and see how people feel about recurring projects.

[jeanie]: if you think it would be beneficial to have multi year SPF projects, maybe write a proposal and bring it back here?

5. Campus Culture and Performance Funds new financial management process. Minutes from the CCP provided. The same was recommended to RGAC?

Discussion:
[kuol]: issue was, some of these clubs used more money than they should have in the past. have agreed that this money should be spent equally, and each group obeys the same fund guidelines. How do we make sure this $ is spent on what it is supposed to by code? This is why we ask for budgets.

[jeanie]: does this also include the extra club?
[kuol]: no, but each of the 7 clubs has agreed to “donate” an equal amount to the 8th club. This way everybody agrees on amounts of money. With any remaining money, we reimburse anybody who hasn’t been reimbursed yet (some people spend less than others).
[Jeanie]: do we need to actually approve this? Seems like the VP finance can just.. do this? I think you’re following the rules that already exist. There is a section in code that describes this, I think we should change code to reflect the process described by the CCP RGAC funds. It could be useful in general to remind cody about all of these rules in code.

6. Codes Change
Discussion:
[jeanie]: might be good for these things to come to fincomm first before concurrently appearing at govcomm, because then we can provide govcomm a more thorough proposal for code changes and don’t end up with crossed wires. how many reports do we want from people?
[kuol]: sometimes 4 reports, currently thinking 2 (october and feb).
[morgan]: that is included in the template for reporting.
[jeanie]: right now this requires people to just send what they’ve spent, would be good to have future outlooks too for transparency. also, need to set the timeline (quarterly, biannually), have we talked to the resource groups yet? They hate it? classic.
[kuol]: two actually sent in reports, so that was nice.
[Jeanie]: I worry about passing things at council that demand other people do things without actually talking to them.
[kuol]: people honestly just don’t think they’ll have time. 2 seems like they could make it work.
[arash]: how many clubs is this actually?
[kuol]: 22 groups.
[arash]: who will actually look at these reports?
[kuol]: this will all be public on the new website, students can look at things and talk to the groups who manage those fees if they’re angry
[jeanie]: we don’t actually have any ability to take this money away. Have we talked to the athletics people? Their reports are vague. There are some things we spend on a direct service, does this count (eg. UPASS)?
[kuol]: this is a good way to get info out there, help people make decisions for themselves?
[jeanie]: make constituencies do the same thing?
[Kuol]: We are encouraging it, but we don’t want to make them do things because they have their own boards etc. Please edit wording and make things look good.
[Jeanie]: be careful about requiring things. Do we have the ability to require reports from things that are by referenda?
[Kuol]: We can’t, that’s why we need to get people on board.
[jeanie]: maybe talk to sheldon, society act interpretation matter rather than a legal matter.
[jeanie]: in terms of consultation, how do we want to do this for real? Some referenda would require consultation of the entire campus, how much do we want exec involvement with framing and phrasing referenda questions. hard when these things aren’t stemming from the AMS.
[arash]: how does this actually relate to fincomm?
[jeanie]: it doesn’t.
[kuol]: this might control the exec in some capacity, stemming from issues from last year elections.
[jeanie]: what makes the executive so much more special than any other group?
[katherine]: this doesn’t solve the problem s
[jeanie]: we probably can’t require the consultation of people, but we need transparency in this yes? Govcomm may want to have more talks about this. This will probably not be good for next wednesday. Not entirely convinced people will be less unhappy if we put things in code. Can always do this operationally without putting it in code.
[Kuol]: we will keep working on this. Both of these can be discussed at govcomm.

**Governance Committee’s comments**

7. Quarterly reports: Updates and going through the budget document
Kuol links the thing here: 
[https://docs.google.com/spreadsheets/d/1bHvsl_gC8_USFdw7AmFnCdZA8jYYphgl0U7ZBmmnrig/edit#g id=1691013677](https://docs.google.com/spreadsheets/d/1bHvsl_gC8_USFdw7AmFnCdZA8jYYphgl0U7ZBmmnrig/edit#g id=1691013677)

[https://docs.google.com/spreadsheets/d/1bHvsl_gC8_USFdw7AmFnCdZA8jYYphgl0U7ZBmmnrig/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1bHvsl_gC8_USFdw7AmFnCdZA8jYYphgl0U7ZBmmnrig/edit?usp=sharing)

[kuol]: on this doc, we don’t have business info yet. Hopefully the accounting will come in later this week. This does give department updates.

8. A.O.B

**Next Meeting**

The next scheduled meeting is in Nest 3511 at 6:15pm on Thursday August 16th

**Adjourn**

There being no further business the meeting was adjourned at
Minutes of the AMS Finance Committee
June 27th 2018, 6:00pm

Attendance

Present: Chris Gooding (AMS Councillor - on call), Arash Shadkam (AMS Councillor), Jeanie Malone (UBC BOG & Student Senate), Marium (AMS President), Kuol (AMS VP Finance), Katherine Westerlund (Student at large)

Regrets: Keith, non-voting (AMS Managing Director) and Jonathan, non-voting (AVP Finance) and Conrad Tomaszkiewicz (Student at Large)

Recording Secretary: Katherine Westerlund

Call to Order 6:05 pm

1. Brief Intro

2. Updates and approval of the previous meeting minutes
   a. Final Budget Approves
   b. First Quarter report due the last week of July and presented in August council meeting

Minutes will be approved next meeting as they have not been circulated to the committee yet.

3. Appointing Vice-Chair

BIRT Katherine Westerlund is appointed Vice Chair of the Finance Committee until the Fall 2018 committee appointments.

Moved: Jeanie
Seconded: Katherine

Motion passes unanimously.

4. Funds and Grants Committee Appointment

BIRT the following people are appointed to the Fund and Grant Committee for the 2018-19 year:
   Student at Large from Finance Committee - Katherine Westerlund
   Funds and Grants Admin - Cody Haddow
   AVP Finance - Jonathan Tomalty
   AVP Admin - Liam Simpson
   VP Finance - Kuol Akuechbeny

Moved: Jeanie
Seconded: Marium
Motion passes unanimously.

**BIRT the following people are appointed to the Sustainability Project Funds Committee for the 2018-19 year:**

- One Student at Large (Recommended Engineering Student) - Khal Joyce (proposed)
- Sustainability Project Fund Coordinator - Morgan Teske
- AVP Finance - Jonathan Tomalty
- AVP Sustainability - Michelle
- UBC SEEDS - Liska Richer
- TLR Program Assistant - Rohina Dass
- VP Finance - Kuol Akuechbeny

Moved: Katherine  Seconded: Jeanie
Motion passes unanimously.

### 5. Impact Grant Adjudication Working Group TOR

**BIRT the Impact Grant Adjudication Working Group Terms of Reference is approved by the Finance Committee.**

Moved: Marium  Seconded: Jeanie

[Katherine]: Amend wording - replace all “committees” with “working group”.

[Jeanie]: What is the scope? Who can change this TOR, who has the oversight?

[Kuol]: The working group brings recommendations back to Finance Committee for approval of distribution of funds.

Motion passes unanimously.

### 6. Appointments from Executive Committee Recommendation

**BIRT the Finance Committee approves the following appointments upon recommendation from the Executive Committee:**

- **UBC Global Funds Committee (note: committee is external to the AMS)**
  - Morgan Teske (AMS Sustainability Project Funds Coordinator)
  - Cody Haddow (AMS Funds and Grants Administrator)

- **Innovation Project Funds (note: committee is external to the AMS)**
  - Jonathan Tomalty (AVP Finance)
  - Connor Doherty (AMS President Assistant)
Walter Gage Fund (note: committee is external to the AMS)
Cody Haddow (AMS Funds and Grants Administrator)
Mariam Al Roujouleh (AMS WUSC SRP Coordinator)

Moved: Katherine                Seconded: Jeanie

Motion passes unanimously.

7. IT Committee Membership

[Marium]: Concerned that ITC is comprised of so many executives! This is the current membership:
   The Vice President Finance (Chair)
   The Vice President Administration
   One (1) member elected from the Executive Committee
   Managing Director
   IT Manager & Infrastructure Architect
   Financial systems coordinator
   Other representatives as designated by the Finance Committee

[Jeanie]: I could see Student Services Manager sitting on this?

[Marium]: Maybe? But not needed every year - it only meets for decisions regarding new projects and terminating old projects. I suspect no big changes in services in the next year.

[Kuol]: I think SSM could be important relating to the privacy issues and how they impact services?

[Marium]: Generally that is not an issue that ITC deals with? Privacy matters sit within Sheldon’s office.

BIRT the IT Committee membership is amended to reflect the following parties:
   The Vice President Finance (Chair)
   The Vice President Administration
   One (1) member elected from the Executive Committee
   Managing Director
   IT Manager & Infrastructure Architect
   Financial systems coordinator
   Other representatives as designated by the Finance Committee

Moved: Marium                Seconded: Katherine

Motion passes unanimously.
8. Proposed Codes Changes to AMS Funds

**CLUBS BENEFIT FUND**

[Kuol]: Planning to change the amount in Clubs Benefit Fund from $1500 to $2000/project. I believe $1500 is small for most projects. Want to cover up to 75% of a project.

[Marium]: Do we have the funds for this?

[Kuol]: Yes

[Jeanie]: Do we use all the fund per year?

[Kuol]: Last year we used 25% of the fund.

[Arash]: Where does the money that isn’t spent go?

[Kuol]: Our investments, our endowment.

The Committee is generally in favour of these changes, and recommends that the VP Finance bring drafted changes to the Clubs Benefit Fund increasing the funding amount to $2000/project and covering no more than 75% of a project.

**STUDENT INITIATIVE FUND**

[Kuol]: Student Initiative Fund - want to increase from $500 to $1000, covering up to the total cost of the project.

[Jeanie]: What was the use of the fund last year?

[Kuol]: Council adds $5000 every year. Right now ~$43,000 in the account. Used about $9000 last year.

[Jeanie]: So goal with this code change is to spend more of the fund?

[Kuol]: Goal is to fund the best projects - rather than spread out the fund and leave a bunch of unfinished projects.

[Jeanie]: So right now we could fund 43 applications ish, which we are assuming is way more than we get every year. Little worried about the wording in which it could cover the entire project budget. Would encourage some of the project contribution coming from the applicant, holds more accountability so the project actually gets done.
[Kuol]: How about we amend to be the same as the clubs benefit fund, 75% max funding? The committee is generally in favour of these changes and asks the VP Finance to draft code changes to the SIF including an increase to fund up to $1000, with the AMS supporting no more than 75% of the cost of a project.

**CAMPUS CULTURE AND PERFORMANCE FUND**

[Kuol]: UBC Music Initiative being added to the benefactors of the Campus Culture and Performance Fund.

[Arash]: why wasn’t this group on the list before? Oh, they’re new.

[Marium]: They each receive $12,500 ish? Wow.

The committee is generally in favour of these changes and asks the VP Finance to draft code changes to add the UBC Music Initiative to the benefactors of the Campus Culture and Performance Fund.

9. **Proposed Change to Quarterly Report Schedule**

[Kuol]: Quarterly reports are required to be presented in August/November/February/May in Code. However, the May one is problematic with executive changeover and the new budget being created. I would like this to come in with the AGM in October so that it is with the formal audit.

[Marium]: When are the reforecasts done?

[Kuol]: Spring

[Jeanie]: Many actuals are still not there in May since lots of accounts payable still waiting... with the budget you get a sort of “draft” Q4 anyways so I have no problem with this change.

The committee is generally in favour of these changes and asks the VP Finance to draft code changes to move the Q4 report schedule to align with the auditor’s report at the AGM.

10. **Investment Policy Review to include sustainability framework**

[Kuol]: Will return with a proposal - just a heads up.

[Jeanie]: Consider creating some kind of update to include multi-year budget tracking, especially of the investments. Would like to see this coming to Finance Committee at least, or Council.

11. **A.O.B**

N/A

**Next Meeting**
The next scheduled meeting is to be scheduled by when2meet.

Adjourn

There being no further business the meeting was adjourned at 7:13 pm.
THE AMS OF UBC VANCOUVER Finance Committee 2018/9

Agenda of the AMS Finance Committee
(Date: May 28th 018, 6:13pm)

Attendance

Present: Kuol A, Marium H, Arash S, Jeanie M, Keith H,
Regrets:

Recording Secretary: Chris Gooding

Call to Order

The meeting was called to order at _____6:14 pm

Agenda Items

1. Introduction
2. Funds application - Two applications - One for Sexual Assault Initiatives Fund. One for Student Initiatives Fund. The issue with the student initiatives fund application is that their application exceeds the maximum grant amount. Sexual Assault Initiatives Fund application is approved. Student Initiatives Fund application is approved for $500, not for $1000.
3. Policy - No recommendations for changes to the credit card policy update.
4. Pos - Proposition to replace POS systems within the AMS and introduce an AMS card that students can load to purchase food from AMS restaurants. Motion to recommend this POS replacement to council. Motion passes unanimously.
5. Quarterly Report (May) - Assess the reports part of the codes
6. Preliminary Budget
7. AMS Fee Restructuring
8. A.O.B

Next Meeting

The next scheduled meeting is (date & Location)

Adjourn

There being no further business the meeting was adjourned at _______7:40 pm
(Date: June 7th 2018, 6:20pm)

Attendance

Present: Marium H, Arash S, Jeanie M, Keith H, Conrad T, Katherine W

Regrets: Kuol A,

Recording Secretary: Jonathan Tomalty

Call to Order

The meeting was called to order at 6:20 pm

Agenda Items

1. Events Budget:
   1. Increase in salaries and wages due to new position, as well as wage inflation.
   2. Increase in staff appreciation.
   3. Salary breakdown

Next Meeting

The next scheduled meeting is June 11th, 2018 in room 3511 of the AMS Nest

Adjourn

There being no further business the meeting was adjourned at 7:54 pm

Minutes of the AMS Finance Committee

11 June 2018

Attendance

Present: Jeanie, Keith, Marium, Katherine, Jonathan, Conrad

Regrets: Kuol, Chris

Recording Secretary: Jonathan

Call to Order
The meeting was called to order at 4:09 pm.

Agenda Items

1. Student Services Manager

Next Meeting

The next scheduled meeting time will be June 14th at 4pm.

Adjourn

There being no further business the meeting was adjourned at 5:59 pm.

Minutes of the AMS Finance Committee
(Date: June 14th 018, 6pm)

Call to order: The meeting was called to order at 4:10

1. Student Government
   a. Trimmed down food and refreshments due to decrease in council size
   b. Increased AGM food budget

2. Revenues

   BIRT on the recommendation of the Finance Committee, the Society’s Budget be accepted as presented for the year 2018/2019
   
   All in favour: 3
   
   All Opposed: 0
   
   The motion carries!

Adjournment: the meeting was adjourned at 4:53

Minutes of the AMS Finance Committee
(Date: June 27th 018, 6pm)
Attendance

Present: Chris Gooding (AMS Councillor - on call), Arash Shadkam (AMS Councillor ), Jeanie Malone (UBC BOG & Student Senate), Marium (AMS President), Kuol (AMS VP Finance), Katherine Westerlund (Student at large)

Regrets: Keith, non-voting (AMS Managing Director) and Jonathan, non-voting (AVP Finance) and Conrad Tomaszkiewicz (Student at Large )

Recording Secretary: Katherine Westerlund

Call to Order 6:05 pm

1. Brief Intro
2. Updates and approval of the previous meeting minutes
   a. Final Budget Approves
   b. First Quarter report due the last week of July and presented in August council meeting

Minutes will be approved next meeting as they have not been circulated to the committee yet.

3. Appointing Vice-Chair

BIRT Katherine Westerlund is appointed Vice Chair of the Finance Committee until the Fall 2018 committee appointments.

Moved: Jeanie Seconded: Katherine

Motion passes unanimously.

4. Funds and Grants Committee Appointment

BIRT the following people are appointed to the Fund and Grant Committee for the 2018-19 year:
   Student at Large from Finance Committee - Katherine Westerlund
   Funds and Grants Admin - Cody Haddow
   AVP Finance - Jonathan Tomalty
   AVP Admin - Liam Simpson
   VP Finance - Kuol Akuechbeny

Moved: Jeanie Seconded: Marium

Motion passes unanimously.

BIRT the following people are appointed to the Sustainability Project Funds Committee for the 2018-19 year:
   One Student at Large (Recommended Engineering Student) - Khal Joyce (proposed)
   Sustainability Project Fund Coordinator - Morgan Teske
5. **Impact Grant Adjudication Working Group TOR**

*BIRT the Impact Grant Adjudication Working Group Terms of Reference is approved by the Finance Committee.*

Moved: Marium  
Seconded: Jeanie

[Katherine]: Amend wording - replace all “committees” with “working group”.

[Jeanie]: What is the scope? Who can change this TOR, who has the oversight?

[Kuol]: The working group brings recommendations back to Finance Committee for approval of distribution of funds.

Motion passes unanimously.

6. **Appointments from Executive Committee Recommendation**

*BIRT the Finance Committee approves the following appointments upon recommendation from the Executive Committee:*

- **UBC Global Funds Committee (note: committee is external to the AMS)**  
  Morgan Teske (AMS Sustainability Project Funds Coordinator)  
  Cody Haddow (AMS Funds and Grants Administrator)

- **Innovation Project Funds (note: committee is external to the AMS)**  
  Jonathan Tomalty (AVP Finance)  
  Connor Doherty (AMS President Assistant)

- **Walter Gage Fund (note: committee is external to the AMS)**  
  Cody Haddow (AMS Funds and Grants Administrator)  
  Mariam Al Roujouleh (AMS WUSC SRP Coordinator)

Moved: Katherine  
Seconded: Jeanie
Motion passes unanimously.

7. **IT Committee Membership**

[Marium]: Concerned that ITC is comprised of so many executives! This is the current membership:

*The Vice President Finance (Chair)*
*The Vice President Administration*
*One (1) member elected from the Executive Committee*
*Managing Director*
*IT Manager & Infrastructure Architect*
*Financial systems coordinator*
*Other representatives as designated by the Finance Committee*

[Jeanie]: I could see Student Services Manager sitting on this?

[Marium]: Maybe? But not needed every year - it only meets for decisions regarding new projects and terminating old projects. I suspect no big changes in services in the next year.

[Kuol]: I think SSM could be important relating to the privacy issues and how they impact services?

[Marium]: Generally that is not an issue that ITC deals with? Privacy matters sit within Sheldon’s office.

*BIRT the IT Committee membership is amended to reflect the following parties:*

*The Vice President Finance (Chair)*
*The Vice President Administration*
*One (1) member elected from the Executive Committee*
*Managing Director*
*IT Manager & Infrastructure Architect*
*Financial systems coordinator*
*Other representatives as designated by the Finance Committee*

Moved: Marium   Seconded: Katherine

Motion passes unanimously.

8. **Proposed Codes Changes to AMS Funds**

*CLUBS BENEFIT FUND*
[Kuol]: Planning to change the amount in Clubs Benefit Fund from $1500 to $2000/project. I believe $1500 is small for most projects. Want to cover up to 75% of a project.

[Marium]: Do we have the funds for this?

[Kuol]: Yes

[Jeanie]: Do we use all the fund per year?

[Kuol]: Last year we used 25% of the fund.

[Arash]: Where does the money that isn't spent go?

[Kuol]: Our investments, our endowment.

The Committee is generally in favour of these changes, and recommends that the VP Finance bring drafted changes to the Clubs Benefit Fund increasing the funding amount to $2000/project and covering no more than 75% of a project.

**STUDENT INITIATIVE FUND**

[Kuol]: Student Initiative Fund - want to increase from $500 to $1000, covering up to the total cost of the project.

[Jeanie]: What was the use of the fund last year?

[Kuol]: Council adds $5000 every year. Right now ~$43,000 in the account. Used about $9000 last year.

[Jeanie]: So goal with this code change is to spend more of the fund?

[Kuol]: Goal is to fund the best projects - rather than spread out the fund and leave a bunch of unfinished projects.

[Jeanie]: So right now we could fund 43 applications ish, which we are assuming is way more than we get every year. Little worried about the wording in which it could cover the entire project budget. Would encourage some of the project contribution coming from the applicant, holds more accountability so the project actually gets done.

[Kuol]: How about we amend to be the same as the clubs benefit fund, 75% max funding? The committee is generally in favour of these changes and asks the VP Finance to draft code changes to the SIF including an increase to fund up to $1000, with the AMS supporting no more than 75% of the cost of a project.
CAMPUS CULTURE AND PERFORMANCE FUND

[Kuol]: UBC Music Initiative being added to the benefactors of the Campus Culture and Performance Fund.

[Arash]: why wasn’t this group on the list before? Oh, they’re new.

[Marium]: They each receive $12,500 ish? Wow.

The committee is generally in favour of these changes and asks the VP Finance to draft code changes to add the UBC Music Initiative to the benefactors of the Campus Culture and Performance Fund.

9. Proposed Change to Quarterly Report Schedule

[Kuol]: Quarterly reports are required to be presented in August/November/February/May in Code. However, the May one is problematic with executive changeover and the new budget being created. I would like this to come in with the AGM in October so that it is with the formal audit.

[Marium]: When are the reforecasts done?

[Kuol]: Spring

[Jeanie]: Many actuals are still not there in May since lots of accounts payable still waiting… with the budget you get a sort of “draft” Q4 anyways so I have no problem with this change.

The committee is generally in favour of these changes and asks the VP Finance to draft code changes to move the Q4 report schedule to align with the auditor’s report at the AGM.

10. Investment Policy Review to include sustainability framework

[Kuol]: Will return with a proposal - just a heads up.

[Jeanie]: Consider creating some kind of update to include multi-year budget tracking, especially of the investments. Would like to see this coming to Finance Committee at least, or Council.

11. A.O.B

N/A

Next Meeting

The next scheduled meeting is to be scheduled by when2meet.

Adjourn

There being no further business the meeting was adjourned at 7:13 pm_____
Minutes of the AMS Finance Committee
14 March 2018

Attendance
Present: Alim, Rick, Adam, Jakob, Jeanie, Keith, Kuol, Alan, Lorenzo (late)
Regrets: Linda

Recording Secretary: Jeanie

Call to Order
The meeting was called to order at 5:03pm.

Agenda Items

1. Approval of Agenda
Moved: Jeanie, seconded: Jakob. Passes unanimously.

2. Budget Reforecast
[Alim]: Last time, we reviewed budgets and events. This time we want to look at SSM, Student Gov’t and Exec and then the presentation I have prepared for council.

ANCILLARY SERVICES

SASC:
[Alim]: Seems good..?

[Jakob]: Inclined to agree; it is out of their own fee.

COMMS:
[Alim]: Adjusting reforecast for salaries as we don’t have a comms person right now. Computer software - adobe illustrator, etc. Freelance services - have added, was not initially included. We want it to be reflected in reforecast. Have reforecast website as well. Because of salary changes though, the portfolio net decreases. Design services has had the same thing.
[Jakob]: Have we considered changing salary numbers - do we want to hire people for higher wage etc? does this reforecast leave us room to do so?

[Alim]: Yes

UNIV&GOVT RELATIONS

[Alim]: We lost Kelsi - so close to budget though, and trying to rehire. So have left it as is.

ARCHIVES

[Alim]: Value is higher than budgeted, he has three worklearns, the revenue from this offsets our costs. Will be adjusted in accounting later. Didn’t budget for Sheldon’s book though - and it brought us in $7000.

STUDENT SERVICES

[Alim]: Marium expects to hit budget. Staff training is under - seems strange. Need to check over.

[Alim]: We need to clean up our account codes. There are ones which are not listed here that may still be active; need to close excess ones. Confusing.

[Alan]: AGREED.

MEAL PLANS

[Alim]: Meal plan - we will not mess around with right now. Working with Tom to sort it out in terms of each portfolio.

[Keith]: Already accounted for in businesses.

[Alim]: May be double counting.

[Alan]: Will need to work this out - how are we calculating? Businesses not tracking.

[Alim]: Maybe we should remove from this budget? Want to figure out how much each portfolio is using.

[Jakob]: Need a system better than yellow slips. $0 gift cards, swipe every time?

[Keith]: Working on that. We should keep doing it this way, drives accountability. Need to make sure we are not double counting though.

ADVOCACY
[Alim]: No big changes!

**FOOD BANK**

[Alim]: Higher on revenue, but over budget on food. Consider building into budget next year. Missed adjusting this one in the reforecast, need to update.

**TUTORING**

[Jakob]: Why so low on the actuals?

    [Alan]: We don’t do appointment tutoring any more. Just have less tutors.

**VICE**

[Alim]: In line, telephone/fax bill not applied. Not sure if had less volunteers or needed less training; have adjusted this.

**eHUB**

[Alim]: On par, don’t take into account new sponsorships since it doesn’t affect their overall.

**STUDENT GOVT**

**COUNCIL**

[Alim]: Council is way less - we had no retreat, and needed less food since less councillors. Haven’t had to use the taxi thing either.

    [Jakob]: Can we have BETTER food?

[Jakob]: Let’s zero out the president’s fund - relic from Toope’s era.

    [Alim]: Yes.

-Lorenzo arrives-

**OMBUDS**

[Alim]: Hired late, will need less salary by year end - will recalculate.

**ELECTIONS**

[Alim]: Don’t want to reforecast as we just finished elections, not sure about the numbers.

**SUMMARY**
[Alim]: Businesses revenue is higher. Investments - we are still in bonds, don’t want to tinker with it right now, need to meet with fund manager. Net changes 2.4->2.6.

[Alim]: Expenses - totals drop significantly for student government. Execs are generally on par, but drops in other areas drops total significantly. Safewalk also drops Student Services expenses. Ancillary Services are dropped significantly - staff not hired.

[Jakob]: Net surplus : $559k

[Alim]: Yes - a lot higher than initially anticipated. Note - don’t know investments yet, but this is pre-final call of what year end will be. Similar to last year, but different reasons. Not taking into account rolling deficit.

[Jakob]: Building depreciation?

[Alan]: Not accounted for.

[Alim]: When audited and depreciation included, last year we had $500k deficit (despite $500k surplus in actuals).

[Jakob]: How intensive is the audit?

[Alim]: Those guys, they are like insects going through everything. Like FBI detectives for weeks. They don’t talk. They find everything.

3. Presentation

[Alim]: Proofing presentation...

*no comments!*

Next Meeting

The next scheduled meeting time will be next Wednesday at 5pm 3511. We will be starting the new budget!

Adjourn

There being no further business the meeting was adjourned at 5:40pm
THE AMS OF UBC VANCOUVER

Minutes of the AMS Finance Committee
7 March 2018

Attendance

Present: Lorenzo, Alim, Rick, Adam, Jakob, Jeanie, Pooja (Guest)
Regrets: Linda

Recording Secretary: Lorenzo

Call to Order

The meeting was called to order at 4:12pm.

Agenda Items

1. Approval of Agenda
   Moved: Jeanie, seconded: Adam. Passes unanimously.

2. Budget Reforecast
   a. AMS Events
      i. Alim: Salaries and Wages are much lower as of today (Actual = $60k, budgeted = $120k)
      ii. Alim: Telephone fee is the fixed cost of VoIP
      iii. Alim: Equipment + Expenses are currently under budget, but, Block Party has not yet happened (nor has many other minor expenses) so it is currently under budget
      iv. Alim: a little over budget for Halloween Expense and Speaker Expense; live@lunch is under budget as of today
      v. Alim: Halloween Revenue and Frost Fest Revenue are higher than predicted; Pub Prog/Special Events Revenue are drastically under budget [*will contact Events Manager to get an explanation for this ($1145.25 actual revenue, vs. $8000 budgeted revenue)]
      vi. Alim: Will inquire about PUB PROG/Media Expense/Concert Expense line items with Asad
      vii. Alim: Welcome Back BBQ
1. Safety & Security expense has not yet been finalized
2. Ticket revenue exceeded expectations; note that this is a high positive outlier and we need to remain conservative when budgeting

viii. Alim: FirstWeek
1. Made a $31,000 profit (exceeded expectations; budgeted as a $49,000 loss)
2. Salaries and Wages expense is lower than budgeted
3. Frosh Kit expenses were on target
4. First Week Events came under budget (by ~$8000)
5. Safety & Securities expense has not yet been finalized
6. Stages/Sounds/Lights expense was under budget; may have been due to consolidation of rentals used for multiple events
7. Advertising and Promotion was under budget
8. Sponsorship Revenue was budgeted to be $50k, actuals are over $72k (reforecasted to $70k)

ix. Alim: Farmade
1. $11,000 expense - AMS Events did not plan Farmade; Campus Experience hosted it (AMS Events supplied the financial backing)

b. Student Services
i. N/A will come back to it

c. Executive Committee Budgets
i. Alim:
1. Just Desserts hasn’t happened
2. Executive Retreat - execs were beauties and cheaped out so it was under budget; some money may have been charged to Executive Team Building
3. Note, Community Engagement Coordinator, Policy and Community Engagement, and Student Life Initiatives position have been charged to the President’s Assistants - Salary line item
4. AES (for VP AUA) is going up from $9000 to $14000 - we are paying off from 2017 survey

Next Meeting

The next scheduled meeting time will be next Wednesday at 5pm 3511.
Adjourn

There being no further business the meeting was adjourned at 6:04pm.
THE AMS OF UBC VANCOUVER

Agenda of the AMS Finance Committee
27 March 2018

Attendance

Present: Jeanie, Alim, Adam, Alan, Lorenzo (phone), Keith
Regrets: Jakob, Linda
Recording Secretary: Jeanie

Call to Order

The meeting was called to order at 5:00pm

Agenda Items

1. Approval of Agenda
   Moved: Jeanie, seconded: Adam. Passes unanimously.

2. Q3 Financials

   [Alim]: Need to refine/polish a few more paragraphs. Generally in line with exec portfolios,
some admin/services are a little out because of timing of their purchases (some still upcoming).
Salary based lines are good; things like VPX conference budget are nearing the end of their
budget.

   [Alim]: AES will be over budget because last year they did not pay for half of it. We need to
cover half of last year’s and all of this year. Next fiscal year will not be a problem - it is the way
we split the fiscal year. Good eHub partnerships/sponsors.

   [Alim]: SSM - high misc items not used up. Food bank got more sponsorship than anticipated.
Expensed entire food budget in Q2, but found corporate sponsors. Tutoring is over budget
because sponsorship didn’t come through. Grants that previously existed work on different
cycles/have yet to be granted.
[Alim]: Council is good.

[Alan]: Over-budgeted food a bit - changes with council size reduction. Can predict better next year.

[Alim]: Some salary costs that seem off are because slow hiring (ex. Ombuds, design services)

[Alim]: SASC is operating at higher cost, hope for the fee restructure to help this.

[Alim]: Block party looks funky since we haven’t taken in revenue yet. Asad looks like he is on track.

[Alim]: Businesses - gal, blue chip and conferences and catering are doing well! Gallery is gaining lots of traction. Sad news: pit, pi r^2, porch, ph t.

3. **Graduating Class Fee:**

   a. Doctor of Pharmacy Flexible Program, will be starting in 2018/19. It is not a bachelor’s degree, but has been categorized by Senate as an undergraduate program. The bulk of the program will be offered long distance, so the students are only on campus for a small portion of the program.

   b. This fee is assessed to all students in Winter Session who are registered in the final year of a course leading to a bachelor’s degree, the M.D., the D.M.D., the J.D., or the B.Ed., and who have not previously paid the fee. This fee is for the support of student-sponsored graduating class activities. This fee is tax deductible and will be included in the T2202A tax receipt.

4. **Code for new budgeting process**

   Tabled.

5. **Suspending code for reforecast budget to first council meeting in March**

   *BIRT council suspend code section 5 article 10 paragraph 3g (iv) for two weeks to a date of March 14th on the recommendation of Finance Committee.*

   Moved: Alan
Seconded: Adam

Approved with unanimous consent.

Next Meeting

The next scheduled meeting is next Wednesday 5pm.

Adjourn

There being no further business the meeting was adjourned at 5:27pm.
THE AMS OF UBC VANCOUVER

Agenda of the AMS Finance Committee
24 January 2018

Attendance

Present: Linda, Rick, Lorenzo, Alan, Alim, Pooja (guest), Keith, Jakob, Jeanie

Regrets: Adam

Recording Secretary: Jeanie

Call to Order

The meeting was called to order at 5:09pm.

Agenda Items

1. Approval of Agenda
   Moved: Jeanie, seconded: Linda. Passes unanimously.

2. New Budgeting Process
   [Alim]: Old budgeting process was short, minimal consultation of council and departments, mistakes made by incoming people not fully understanding implications of each line item in the budget. Proposal - instead of having incoming, have the outgoing finance budget through term. This allows for longer (month) of consultation, less time crunch, and is at the same time in which we are doing the reforecast of the budget. This plan would mean we secure ~80% of the budget for the next year, but incoming team has 20% to play with for their priorities.

   [Jakob]: Concerned about the zero-base strategy - events budget for example has been used... creatively. Ticket sales projections have been getting more and more aggressive for example. Zero-base is good in this future framework, but we need to have fincomm understand what is important to question and what is a pillar program of the society (ex. AES).
[Alim]: Yes, I think we are struggling with that in the current system. It would be more helpful in the proposed model. Especially having ability to have fincomm meet with each department, etc.

[Jakob]: Key is having outgoing council approve the budget - so new council is making amendments to the budget if they want to change it.

[Alim]: We can discuss where we want floats and where we want to lock it in. Probably we will need to look at it line by line.

[Alan]: Exciting - new timeline, incoming VP Finance has two months to learn from outgoing. Also, prelim budget is due end of May - could extend on presentation past May 14.

[Alim]: General feeling of the committee?

[Jakob]: It is what needs to happen.

[Jeanie]: Definitely worth it.

3. Fee Restructure
[Alim]: First consideration by committee - won’t be at council yet. This has been under consideration for several years. Document compiles this all together.

-LORENZO LEAVES-

[Alim]: Bundle internal fees; everything else is in the renewal category. Three year roll-over phases so services can be phased out if needed (or referenda can be run).

[Jakob]: SASC increase?

[Alim]: Needed to operate at much higher level this year; dip into reserves. This is likely to continue, expenses go up, need to extend opening hours because of hospital accompaniments. Vital, especially with UBC SVPRO.

[Jakob]: Ombuds - should be permanent. SUO has had problems, and we pay only 50% (UBC covers half) - would be bad.

[Alan]: What about internal AMS ombuds?

[Jakob]: Probably better to have more staff under Shirley? Don’t know if we have the capacity, student ombuds are hard to find good ones...
[Alim]: Are these all pegged to CPI?

[Keith]: All except health & dental, u-pass, and SUB renewal.

[Alim]: Worth considering bundle would be pegged to CPI, not individual ones.

[Alim]: We excluded Ubyssey.

[Alan]: If we do that, should exclude CiTR.

[Jakob]: Should not exclude Ubyssey!

[Alim]: We collect on their behalf, never passes into our bank accounts.

[Alan]: Should still be accountable to students though

[Alim]: Okay, we can exclude.

[Alan]: Grad class fee - $7 - why. Doesn’t have to be $7. I would bundle it, but make it smaller... it’s a staple of what AMS provides, has been given since 1926.

[Alim]: Transparency has to be on a whole nother level with this...

[Jakob]: If we discontinued it, UBC may introduce a new fee.

[Alan]: Could we increase SASC/decrease grad fee then bundle.

[Jeanie]: Generally in favour of the process - more accountability.

[Jakob]: Every student will have the opportunity to vote on all the non-bundled fee throughout their time at UBC. Accountability.

[Alim]: Roll-over allows people to re-run referenda. May increase number of referenda. Loophole.

[Jakob]: Add if question is repetitive council can reject it?

[Alim]: I will provide more numbers, flesh out what discretionary will look like.

4. Councillor & Student at Large for Impact Grant

[Alim]: Who wants to?

[Alan]: Nominate Jeanie.
[Alim]: Second

[Jeanie]: No

[Rick]: Nominate me!

[Alim]: Seconded. Accepted

[Alan]: Fine I’ll do it...

_BIRT that Rick is the student at large on the Impact Grant._

Moved by Alan, seconded by Linda. Motion passes unanimously.

_BIRT that Alan is the councillor on the Impact Grant._

Moved by Jeanie, seconded by Alim. motion passes unanimously.

### 5. File Management software for Advocacy Office

[Alim]: ITC will also be reviewing. They want a file management software, $636 USD. It’s super encrypted. Better than drive, more accessible for future years. Only one user, ~$700CAD, could incrementally approve it.

[Alan]: Has Hong seen/liked this?

[Alim]: Yes

[Jakob]: There is a reason why we go to ITC first... there have been some GARBAGE purchases in the past. Absolute garbage.

[Alim]: Very small price amount. Hong has seen it, just not full ITC.

[Jakob]: Where in budget?

[Alim]: CPF

[Alan]: Why buy now?

[Alim]: Jade knows how to use it, she’s leaving now, this is how the billing cycle is.
Fincomm agrees that we should pursue moving forward with this software.

**Next Meeting**

The next scheduled meeting time will be scheduled by email.

**Adjourn**

There being no further business the meeting was adjourned at 5:50pm.