

Minutes of the AMS Finance Committee(Date: April 17th 2019)**Attendance:**

1. Kuol Akuechbeny (AMS VP Finance),
2. Chris Gooding (Councilor),
3. Jonathan Tomalty (AMS AVP Finance),
4. Brock Roberts (Student-at-Large and Finance Committee Vice-Chair),
5. Keith Hester (Manager Director),
6. Marium Hamid (AMS President),
7. Arash Shadkam (GSS Councilor),
8. Andrew Dyadin (Student-at-Large),
9. Jacqueline Wu (Councilor)

**Present:** Kuol Akuechbeny (AMS VP Finance), Jonathan Tomalty (AMS AVP Finance), Brock Roberts (Student-at-Large and Finance Committee Vice-Chair), Keith Hester (Manager Director), Arash Shadkam (GSS Councilor), Andrew Dyadin (Student-at-Large)

**Guest(s):** Cody (AMS Funds and Grants Administrator), Michelle (AMS Sustainability)

**Regrets:**

**Recording Secretary:** Jon Tomalty

**Call to Order:**

Meeting is called to order at 10:32

**Agenda Items:**

1. Agenda and Minutes Approval

BIRT the agenda be adopted as proposed.

Moved: Arash

Seconded: Brock

The motion succeeds unanimously

BIRT the minutes be approved

Moved: Andrew

Seconded: Arash

The motion succeeds unanimously

2. Subcommittee motions:

- a. Funding(Funds and Grants)

BIRT the Finance Committee approve the funding suggested by the Funds and Grants Subcommittee.

Moved: Andrew

Seconded: Arash

The motion succeeds unanimously

BIRT the Finance Committee approve the funding suggested by the Funds and Grants Subcommittee.

Moved: Brock

Seconded: Andrew

The motion succeeds

b. Funding(SPF)

Michelle discussed the updates to the SPF application and TOR.

Arash: How are you making sure you're not funding materials that aren't eco-friendly.

Michelle: We sort events by sustainability, we don't fund eco-friendly materials for projects that are not related to sustainability.

Brock: Do we have any estimates of how much this would save us?

Michelle: No, we're moving the TOR into line with how we operate, so there likely won't be huge changes.

Arash: Do we track the results/impact of the projects we fund?

Michelle: All applicants have to write a summary report after they finish their event/project. It would probably be a good idea to put those reports together into a short summary.

Arash: We should be publishing the results.

BIRT the Finance Committee approve the amended SPF policy and application form for SPF funding.

Moved: Brock

Seconded: Andrew

The motion succeeds unanimously

Brock: Which groups would qualify for MOUs

Michelle: Sustainability ambassadors and climate hub, in addition to common energy that we already have.

Arash: If a club gets an MOU, will they be eligible for other funds?

Kuol: They may apply to other funds.

Andrew: What is the maximum amount?

Kuol: \$10,000

Arash: Is there a reason for the qualifications for MOUs being 3 applications in the last year?

Michelle: We want to make sure they actually need an MOU, project volume is a big part of that.

Kuol: We should talk about the non-financial aspects of the MOU template.

Keith: The Finance Committee cannot direct the Operations Committee to do anything; this language should be changed.

Arash: In the eligibility criteria, the first part doesn't mention being sustainability related, but we require that groups be approved at least three times by the fund, so they must follow those criteria, should we be including those criteria?

Michelle: It is implicitly included.

Kuol: {Discussed Code Changes}

Arash: I don't think that the original cost of the project is very related to the cost of maintenance.

Kuol: Then do we think we should change anything about the policy?

Michelle: we can take out the maximum in the policy.

c. SPF Documentations and Policy Approval

BIRT Finance approve the amended AMS Sustainability Projects Fund MOU Criteria as amended.

Moved: Arash

Seconded: Andrew

The motion succeeds unanimously

BIRT the Finance Committee approve to recommend the SPF Code changes to AMS Council as amended.

Moved: Arash

Seconded: Andrew

The motion succeeds unanimously

3. HR Committee Proposal - Changes in EA wages

a. Addition of 2 hours per week for the months of May to August, paid at Tier 2 (NEW)

-  $2*4*4 = 32$  hrs in the summer

b. Addition of 5 hours per week for the months of January to April, paid at Tier 2 (from 20 to 25)

Kuol: We are doing this to try to bring the compensation of the position in line with the amount and difficulty of the work involved in the position.

Keith: What is the total cost of this?

Kuol: upto ~3,000 dollars

Andrew: This is only for the EA, not the rest of the elections staff?

Kuol: Yes

Keith: How does this fit into the preliminary budget?

Kuol: We can put it in and the next fincom will have the option to cut areas of the budget as they fit ater.

Keith: We are looking to hire this position soon so we should know if we have the money to pay for it.

Kuol: If we value it we can cut elsewhere.

\*Enter Cole Evans\*

Kuol: Why are we paying the position 2hrs a week over the summer

Cole: This person will be able to answer questions for constituencies over the summer.

Cole: We proposed bumping the hours to 25 hours, but we have realized that this may affect international students by potentially voiding the terms of their visa.

Arash: How would we get a firm answer in regards to international student visa working regulation?

Cole: We will communicate with the international house.

BIRT the Finance Committee approve the Chief Electoral Officer wage changes as proposed.

Moved: Brock

Seconded: Arash

The motion succeeds unanimously

4. Credit Card Policy

Arash: This has been modified?

Kuol: It's basically the same, but in policy form.

BIRT the Finance Committee approve to recommend the Credit Card policy I#14 to AMS Council for approval.

Moved: Brock

Seconded: Andrew

The motion succeeds unanimously

5. VP Finance Caucus TOR

Kuol: We established this group this year and met quarterly, the group asked to meet on a bi-monthly basis.

Jon: There needs to be more policy around the loan guarantor policy.

Arash: How has turnout been?

Kuol: 10-15

Kuol: Should there be a voting mechanism in here?

Everyone: no

Arash: Where do the minutes of these meetings go?

Kuol: They go back to the members, although we should make a note to present them to the Finance Committee as well.

BIRT the finance committee approve the TOR as proposed

Moved: Brock

Seconded: Andrew

The motion succeeds unanimously

6. A.O.B

Thank you to all members who have served on this committee!

**Next Meeting**

The next scheduled meeting is ?

**Adjourn**\_\_\_\_\_

There being no further business the meeting was adjourned at 12:28pm \_\_\_\_\_