



AMS Finance Committee

Minutes of June 13, 2019

Attendance

Present: Lucia Liang (AMS VP Finance), Chris Hakim (AMS President), Max Holmes (Councillor), Katherine Westerlund (Councillor), Arash Shadkam (Councillor), Grace Ji (AVP Finance, non-voting)

Guests: Cole Evans (VP Administration), Simran Sidhu (Clubs Resource Centre Manager), Justin Zheng (Clubs Resource Centre Assistant Manager)

Regrets: Keith Hester (Managing Director, non-voting), Samuel Kemp (student at large), Noah Mossey (student at large)

Recording Secretary: (Grace Ji, AVP Finance)

Call to Order

The meeting was called to order at 3:07 PM.

Agenda

- 1) Approval of Agenda
- 2) Approval of last meeting's minutes
- 3) Motion: CRC
- 4) Discussion: Finance Sub-committees
- 5) Motion: Budget
- 6) Discussion: Budget Presentation to Council

Approval of Agenda

Moved: Arash

Seconded: Chris

Be it resolved that the agenda of June 13, 2019 is adopted.

[The motion carries.]

Approval of Minutes

Moved: Arash

Seconded: Chris

Be it resolved that the minutes of June 10, 2019 are adopted.

[The motion carries.]

Motion: CRC

- *Cole and the CRC team were invited to present on the CRC renovation project to council already. They presented on their proposed changes and results from their club survey.*
- [Cole]: We're aiming to rebrand the space and call it the "AMS student lounge". The door lock system will be changed, lockers will be combination lockers. What we found from our survey (94 responses) was that most respondents had never heard of the CRC before but there was a positive response towards having a student-dedicated lounge. Most clubs wanted access to AV equipment.
- [Arash]: Will the after-hours security be compromised given the changing door lock system?
- [Cole]: The conference room door will no longer have a lock, it'll be a keypad.
- [Katherine]: Instead of a keypad, there should be a key fob system instead.
- [Simran]: We plan on changing the password regularly.
- [Cole]: We'll take your comments into consideration.
- [Katherine]: I see the value in smart lockers because that's basically everything we want to accomplish with this project. I also don't like the feedback with form because whenever you ask anyone if they want more space, they'll always say yes. I don't see how this would allow for after-hours access to the space.
- [Simran]: We'll have volunteer support. For now, we'll have regular lockers and see how in demand things are and then upgrade later.
- [Cole]: After-hours access is part of the CRC project but we also aimed to generally enhance the use of this space. When this came to the operations committee, there was a significant support for this project.
- [Katherine]: I think project can be improved at a reduced cost but we have a fundamentally different view of it.

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- [Max]: Is it the main doors to the space you'll be adding keycard access to? What are the hours of operation?
 - [Cole]: The space will be open during regular hours and during hours when it's not open, they'd use the keycard get into the space. The space would be open to students from 9 AM to 9 PM.
 - [Max]: Will there be furniture, and will it be secure?
 - [Simran]: Security cameras will be installed. Clubs can book the space after-hours.
 - [Cole]: The keycard reader allows for flexibility.
 - [Simran]: Keycards would let us track who's using the space.
 - [Max]: Why don't we just use smart lockers? That seems to solve all the problems that currently exist.
 - [Cole]: Smart lockers are really reserved for smaller items. Clubs won't have access to larger equipment (e.g. tables).
 - [Max]: Where's the larger equipment going to be and how do you give them after-hours access.
 - [Simran]: Anything that fits within the lockers they'll have access to but we'll have a larger team of volunteers next year to help out. They can meet after-hours and help them sort that out.
 - [Katherine]: Why don't you just put regular lockers in the space? You could buy lockers, put them in the space.
 - [Cole]: The scope of this project is beyond equipment rentals and CRC, it's about improved utilization of the space.
 - [Katherine]: Part of the reason for underutilization is because the space was never promoted. I think we can solve most of these problems by leaving the doors open and getting lockers.
 - [Max]: Have you looked at how you can reduce the budget of this project?
 - Discussion ensued about design aspects the CRC.

Discussion: IT Committee

- *Lucia gave an overview of the issues present in the current Terms of Reference for various subcommittees.*
- [Lucia]: The IT committee has never been a subcommittee and it doesn't make sense why it's under the Finance Committee.
- [Arash]: Historically, it's been under Finance Committee.
- [Lucia]: Hong wants to move it out.
- [Max]: It would have to become a standing committee but it makes sense why it's under Finance Committee.
- [Lucia]: To clarify, we're only talking about the line: "the IT committee will be administered by the Finance Committee".
- [Max]: I would keep it, because if you don't then it'll just be a floating body.
- [Katherine]: I would be inclined to agree and explain to Hong what it means to be under the Finance Committee.
- [Max]: It has to report to Finance Committee for expenditures anyways.
- [Lucia]: We'll keep it as is. There are also a number of typos in the different terms of reference but my current question is who should be the chairs of various committees. There's a lot of confusion based on the way it was passed on from the previous team and the documents don't seem to explain it well either.
- [Chris/Max]: If you just change that one section in the IT Committee Terms of Reference to "IT Committee" from "SPF".
- [Lucia]: What about the SPF Terms of Reference?
- [Max]: I would go with what the document says unless you want to make a change.
- [Lucia]: Regarding the two UBC members who were previously non-voting members, we're now considering giving them voting rights.

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- [Katherine]: I think it's a dangerous game when people who don't have a fiduciary duty to the AMS (non-students) are given voting rights. That's a line I would draw. Giving them a vote on this committee won't solve issues that already exist.
 - [Lucia]: Why would they be given voting rights anyways?
 - [Arash]: They're closely connected to SEEDS/USI.
 - [Max]: I would keep them on as non-voting members.
 - [Katherine]: I would like to see how we can engage UBC staff members.
 - [Lucia]: I'll reword the Terms of Reference.

Motion: Budget

- [Max]: I think you made all the changes we asked for. Do we send this with comments to council?
- [Katherine]: If you want increased engagement, we should add the comments.
- [Chris]: But a lot of this information like contract costs are in the comments and it's a lot of work to remove them.
- [Max]: I'm okay with not including comments.
- [Lucia]: I agree, this time we shouldn't include the comments.
- Moved by Lucia, seconded by Max.
- [Lucia]: The motion reads that be it resolved, the Finance Committee recommends the final budget to council, contingent on a presentation of the communications plan before September.
- All in favour: Chris, Lucia, Arash, Max, Katherine

[The motion carries unanimously.]

VPF presentation to council

- [Katherine]: I recommend that you check the formatting.

- [Max]: Add the word “surplus”. It makes things more clear.
- [Arash]: I think it’s better to have visuals.
- [Max]: I would highlight the changes in investments. (e.g. SASC funding, advocacy)
- [Katherine]: I would put a pie chart in the revenues section. And explain the information that cannot be given to councilors. Explain the process and delineate the things that we can and cannot talk about.

Next Meeting

The next scheduled meeting is 4:35 PM.

Adjourn

The meeting was adjourned at 4:35 PM.