



Agenda of the AMS Clubs and Societies Working Group

(May 21, 2021 Meeting @ 1:00pm | Zoom)

Attendance

Present: Lauren Benson (Vice Chair, VP Admin), Ben Du (Chair, AVP Admin), Rita Jin (AVP Finance), Tommy Xu (Clubs Administrator), Elaine Zhang (AVP Funds)

Regrets: None

Call to Order

The meeting was called to order at 1:03pm.

Land Acknowledgement

Approval of the Agenda

Moved: Lauren Seconded: Tommy

“BE IT RESOLVED THAT the agenda is adopted as presented.”

Agenda Items

1. Discussion on Clubs Audit Procedure

<https://docs.google.com/document/d/1yN8s8eTyuZlqTjEn4wSh5zTThuMFJ8vYuldwsdbqOMY/edit?usp=sharing>

- There are many reasons for why the audit will prove to be useful, and integral in ensuring the integrity and legitimacy of the operations of AMS Clubs
- There are three major components of the audit; club bylaws, club finances, club purpose
- Where available, the club renewal submissions will be used as a fundamental resource to conduct the clubs audit and drive forward the evaluation of club purpose and bylaws
- The finance team will operate independently from the administration team, as the financial component holds minimal relevance with the administrative components

- The current strike system outlined in section 4.4d of the Operations Committee Policy Manual isn't as efficient as it can be, and allows clubs the chance to commit repeat offences
- A revised strike system is proposed, where the maximum strike count is increased to five, but that each strike given is effective until the end of the AMS fiscal year
- This revision will be proposed to the Operations Committee, which will discuss this further and reach a decision for whether or not the Operations Committee Policy Manual will adopt it
- This revised strike system, if accepted by the Operations Committee, will facilitate the effectiveness of the clubs audit and allow for practical, deliverable, and reasonable consequences if necessary

2. Projected Timeline for Clubs Audit

- Target completion for the entire audit: 1.5 months, early July
- The Clubs and Societies will meet once every two weeks, and discuss clubs of concern and recommend action, with the first meeting occurring on June 4
- The target for the amount of clubs audited within a two-week period is 100 clubs
- This tentative timeline should provide both the financial and administrative components adequate time to conduct the audit effectively

Next Meeting

The next meeting will be on Friday, June 4 at 1:00pm.

Adjournment

There being no further business, the meeting was adjourned at 1:34pm.