



Agenda of the AMS Clubs and Societies Working Group

(July 23, 2021 Meeting @ 3:00pm | Zoom)

Attendance

Present: Ben Du (Associate VP Admin), Rita Jin (Associate VP Finance), Tommy Xu (Clubs Administrator), Elaine Zhang (Associate VP Funds)

Regrets: Lauren Benson (VP Admin)

Call to Order

The meeting was called to order at 3:23pm.

Land Acknowledgement

Approval of the Agenda

Moved: Ben Seconded: Elaine

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

Approval of the Previous Minutes

This will be conducted via an email vote.

Agenda Items

1. **Review of Phase Four (Clubs Audit)** *Various account codes*
Clubs Flagged for Further Discussion

The Operations Committee Policy Manual will hereafter be referred to as “OCPM”.

- 1.1. **YNOTFORTOTS of the AMS**

- 1.1.1. There are concerns raised due to this club's close involvement with charities and benefiting external institutions not including AMS members
- 1.1.2. Election results do not indicate vote tallies, numerous executive positions don't appear to be elected positions, and membership composition hard to verify as their list does not include UBC student numbers
- 1.1.3. Election of non-UBC students as executives hard to verify
- 1.1.4. Associate membership fees violate the OCPM
- 1.1.5. **Flagged for further discussion**, subsequent actions include:
 - 1.1.5.1. A more comprehensive review of the club's purpose and past events

DECISION: SEVERE - DELIVER ONE STRIKE, ISSUE REQUEST FOR ELECTIONS RESULTS, ISSUE APPROPRIATE REMINDERS, REVISIT CLUB PURPOSE

1.2. Love Your Neighbour Club of UBC

- 1.2.1. Club naming conventions not followed, bylaws are insufficient and General Meeting did not meet quorum, understanding of external groups unclear
- 1.2.2. **Flagged for further discussion**, subsequent actions include:
 - 1.2.2.1. A more comprehensive review of the club's activities and affiliation with potential external groups

DECISION: SEVERE - DELIVER A WRITTEN WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST FOR EXPLANATION OF POWER DYNAMIC/RELATIONSHIP WITH EXTERNAL ORGANIZATION

1.3. UBC ECHO

- 1.3.1. Bylaws contains a section for expelling members, violating the OCPM
- 1.3.2. Concerns of charity-related practices and raising money for external organizations not directly benefiting UBC students
- 1.3.3. **Flagged for further discussion**, subsequent actions include:
 - 1.3.3.1. A more comprehensive review of the club's activities and bylaws

DECISION: SEVERE - DELIVER ONE STRIKE, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, REVIEW BYLAWS

1.4. AMS Newman Club at UBC

- 1.4.1. This club's financial account appears to be inactive and their balance has been cleared to zero since 2019 with no transactions incoming or outgoing
- 1.4.2. Have not be collecting membership fees for roughly three years
- 1.4.3. **Flagged for further discussion**, subsequent actions include:
 - 1.4.3.1. A more comprehensive review of the club's financial transactions

DECISION: SEVERE - DELIVER A WRITTEN WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ISSUE REQUEST FOR HISTORY OF FINANCIAL TRANSACTIONS (WHERE APPLICABLE)

1.5. AMS unboundED

- 1.5.1. Naming conventions not followed on club's bylaws
- 1.5.2. Upon initial observation, club purpose appears to describe club activities that primarily favours and benefits an external organization
- 1.5.3. **Flagged for further discussion**, subsequent actions include:
 - 1.5.3.1. A more comprehensive review of the club's activities and the club's perceived relationship with external organizations

DECISION: SEVERE - DELIVER A WRITTEN WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION

1.6. UBC Operation Smile Club

- 1.6.1. Concerns of charity-related practices and raising money for external organizations not directly benefiting UBC students
- 1.6.2. Associate membership fees and elections procedure missing in club bylaws
- 1.6.3. No UBC student numbers in membership list, unable to confirm valid club membership composition
- 1.6.4. **Flagged for further discussion**, subsequent actions include:
 - 1.6.4.1. A more comprehensive review of club activities and club bylaws

DECISION: SEVERE - DELIVER ONE STRIKE, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ISSUE REMINDER OF PROPER PRACTICE FOR CLUB'S BYLAWS AND MEMBERSHIP LISTS

1.7. UBC Pre-Law Society

- 1.7.1. Numerous sections of club bylaws that require further review and potential amending to remain in accordance with OCPM (e.g. membership fees section)
- 1.7.2. Club name requires further review
- 1.7.3. **Flagged for further discussion**, subsequent actions include:
 - 1.7.3.1. A more comprehensive review of club bylaws

DECISION: MODERATE - DELIVER WRITTEN WARNING, REVIEW BYLAWS

1.8. AMS Pacific Educational Access for Kids at UBC

- 1.8.1. Naming conventions not followed on club's bylaws
- 1.8.2. Club activities potentially primarily benefiting an external organization
- 1.8.3. General Meeting minutes submitted in poor formatting
- 1.8.4. **Flagged for further discussion**, subsequent actions include:
 - 1.8.4.1. A more comprehensive review of club's activities

DECISION: SEVERE - DELIVER A WRITTEN WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC/RELATIONSHIP WITH EXTERNAL ORGANIZATION

1.9. UBC Free the Children

- 1.9.1. Naming conventions not followed on club's bylaws
- 1.9.2. Club activities potentially primarily benefiting an external organization
- 1.9.3. All membership fees perceived to be donated to the parent charity organization
- 1.9.4. General Meeting did not obtain quorum, no student numbers recorded
- 1.9.5. **Flagged for further discussion**, subsequent actions include:
 - 1.9.5.1. A more comprehensive review of club's activities and club's bylaws

DECISION: SEVERE - DELIVER ONE STRIKE, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ISSUE REMINDER ABOUT CLUB MEMBERSHIP FEES ENTERING THE CLUB'S ACCOUNT

1.10. Undergraduate Mathematics Association

- 1.10.1. Financial documents indicate the club as deconstituted and inactive
- 1.10.2. Account balance is currently at zero, no financial transaction since January 2020
- 1.10.3. No General Meeting minutes recorded or submitted
- 1.10.4. **Flagged for further discussion**, subsequent actions include:
 - 1.10.4.1. A more comprehensive review of club's financial activity and status

DECISION: MODERATE - ISSUE A WRITTEN WARNING RELATED TO FINANCIAL CONCERNS IDENTIFIED, PROPER PRACTICE WITH GENERAL MEETING MINUTES

1.11. UTSAV- Indian Students' Association

- 1.11.1. Naming conventions not followed on club's bylaws
- 1.11.2. Currently operating with an MoU to pay back club's financial debt
- 1.11.3. No General Meeting minutes submitted, membership fees not in club's bylaws
- 1.11.4. Have been in communications on creating a newly revised version of bylaws
- 1.11.5. **Flagged for further discussion**, subsequent actions include:
 - 1.11.5.1. A more comprehensive review of club's bylaws and elections procedures

- 1.11.5.2. Stay up to date with the current financial state of the club's account balance, issue a reminder to submit General Meeting minutes and add membership fees to club's bylaws, provide new club bylaw templates

DECISION: SEVERE - DELIVER ONE STRIKE, HISTORY OF POOR COMMUNICATION AND MULTIPLE BYLAW ISSUES REQUIRING REVIEW, ISSUE A MESSAGE ABOUT THE FOLLOWING: BYLAWS ALLOW FOR CERTAIN PROHIBITED PRIVILEGES, SECTIONS OF BYLAWS IDENTIFIED ABOUT CLUB ELECTIONS VIOLATING OCPM, PROPER PRACTICE WITH GENERAL MEETING MINUTES

1.12. AMS Arab Students Association at UBC

- 1.12.1. It appears bylaws only allow people identifying as "Arab" to run as executives
- 1.12.2. Previous year's club Treasurer, President, Events Director, Marketing Director have the power to remove a candidate's eligibility to run for the elections
- 1.12.3. Candidate in question can also appeal via $\frac{2}{3}$ support from the club member
- 1.12.4. General Meeting did not obtain quorum and had concerningly low attendees
- 1.12.5. **Flagged for further discussion**, subsequent actions include:
 - 1.12.5.1. A more comprehensive review of club's bylaws and elections procedures

DECISION: SEVERE - ISSUE A WRITTEN WARNING, REQUIRE A BYLAW REVIEW AND UPDATE, ALL ACTIVE MEMBERS OF AN AMS CLUB SHALL BE ELIGIBLE FOR EXECUTIVE POSITIONS, REMINDER OF CORRECT QUORUM COUNTS

1.13. AMS Coptic Orthodox Student Association (COSA) at UBC

- 1.13.1. No financial activity since June 2019 (potentially constituted as new AMS Club)
- 1.13.2. **Flagged for further discussion**, subsequent actions include:
 - 1.13.2.1. A more comprehensive review of club's history

DECISION: MODERATE - ISSUE WARNING ABOUT FINANCIAL ACTIVITIES

1.14. AMS Get Thrifty @ UBC

- 1.14.1. Club's financial status is currently low, but the organization functions as a fee-receiving group, so a resolution is within reach
- 1.14.2. It appears that certain members hold more than one executive position
- 1.14.3. It appears an election was not held, instead motions to re-elect were moved
- 1.14.4. **Flagged for further discussion**, subsequent actions include:
 - 1.14.4.1. A more comprehensive review of club's bylaws and financial history

DECISION: MODERATE - ISSUE RECOMMENDATION TO UPDATE BYLAWS IN THE RELEVANT AREAS, FINANCIAL STANDING SEEMS TO BE ACCEPTABLE

1.15. AMS Refugee Relief at UBC

- 1.15.1. Bylaws are relatively outdated and requires numerous revisions
- 1.15.2. Membership fees missing from club's bylaws
- 1.15.3. Numerous financial concerns identified with club account's status, little to no efforts identified to make up for the perceived debt
- 1.15.4. **Flagged for further discussion**, subsequent actions include:
 - 1.15.4.1. A more comprehensive review of club's financial history

DECISION: SEVERE - DELIVER ONE STRIKE, SUBMIT A PLAN ON HOW TO PAY BACK DEBT, ADDRESS CONCERNS WITH POTENTIAL AFFILIATED EXTERNAL ORGANIZATIONS

1.16. The Humanitarian Organization for Providing Empowerment

- 1.16.1. The Chair of the Operations Committee received a message related to this club
- 1.16.2. Various concerns about charity-related activities identified and unclear power dynamic with external organizations
- 1.16.3. General Meeting minutes are deemed insufficient, election results and procedures are unclear, club naming convention not followed on club bylaws
- 1.16.4. **Flagged for further discussion**, subsequent actions include:
 - 1.16.4.1. A more comprehensive review of club's bylaws, election procedures, and activity history as an AMS Club

DECISION: SEVERE - ISSUE WARNING ABOUT EXTERNAL ORGANIZATION'S INVOLVEMENT, POTENTIAL MEETING REQUIRED DEPENDING ON RESPONSE

1.17. Jack.org at UBC

- 1.17.1. Club purpose potentially benefiting an external organization
- 1.17.2. Account balance not in debt, but approaching concerning numbers
- 1.17.3. Election results documents and club's bylaws insufficient
- 1.17.4. **Flagged for further discussion**, subsequent actions include:
 - 1.17.4.1. A more comprehensive review of club's bylaws and activities

DECISION: SEVERE - ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST FOR EXPLANATION OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, WARNING ABOUT CURRENT FINANCIAL ACCOUNT BALANCE

1.18. Sponsor A Child's Education UBC

- 1.18.1. Club purpose potentially benefiting an external organization
- 1.18.2. Naming conventions not followed on club's bylaws, elections procedures missing
- 1.18.3. No student numbers recorded in General Meeting minutes
- 1.18.4. **Flagged for further discussion**, subsequent actions include:
 - 1.18.4.1. A more comprehensive review of club's bylaws and activities

DECISION: SEVERE - WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ASK FOR CLARIFICATION, ISSUE REMINDER TO INCLUDE STUDENT NUMBERS

1.19. STEM Fellowship UBC

- 1.19.1. Club purpose potentially benefiting an external organization
- 1.19.2. Club's bylaws allow President to appoint a predecessor
- 1.19.3. Termination and dissolution sections of club's bylaws require review
- 1.19.4. General Meeting did not meet quorum, no student numbers recorded
- 1.19.5. **Flagged for further discussion**, subsequent actions include:
 - 1.19.5.1. A more comprehensive review of club's bylaws

DECISION: SEVERE - WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ASK FOR CLARIFICATION, RECOMMENDATION TO REVIEW BYLAWS

1.20. Vision Health Volunteers

- 1.20.1. Club purpose potentially benefiting an external organization
- 1.20.2. Club naming convention not followed on club bylaws
- 1.20.3. Elections procedures not included in club's bylaws
- 1.20.4. **Flagged for further discussion**, subsequent actions include:
 - 1.20.4.1. A more comprehensive review of club's bylaws

DECISION: SEVERE - WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ASK FOR CLARIFICATION, REVIEW ELECTIONS AND NAME SECTION OF BYLAWS

1.21. Canadian Association of Pharmacy Students and Interns (CAPSI)

- 1.21.1. Membership fees are controlled by CAPSI National Council
- 1.21.2. Club bylaws are very much externally-focused
- 1.21.3. No student numbers recorded in General Meeting minutes
- 1.21.4. **Flagged for further discussion**, subsequent actions include:
 - 1.21.4.1. A more comprehensive review of club's bylaws and financial history

DECISION: SEVERE - WARNING, ISSUE REMINDER OF PRIMARY PURPOSE OF AMS CONSTITUTED CLUBS, ISSUE REQUEST OF POWER DYNAMIC AND RELATIONSHIP WITH EXTERNAL ORGANIZATION, ASK FOR CLARIFICATION, REVIEW CLUB PURPOSE SECTION OF BYLAWS

1.22. UBC Finance Association

- 1.22.1. Multiple concerns identified with executive elections
- 1.22.2. Student numbers non-existing or non-recorded at their last General Meeting
- 1.22.3. Multiple concerns identified with financial management and current account balance, partially originating from past overspending
- 1.22.4. **Flagged for further discussion**, subsequent actions include:
 - 1.22.4.1. A more comprehensive review of the club's past financial management

DECISION: SEVERE - DELIVER ONE STRIKE, RECOMMEND A BYLAW REVIEW AND REVIEW THE EXISTING MEMORANDUM OF UNDERSTANDING OVER TWO WEEKS AND MAKE NECESSARY ADJUSTMENTS, IF NEEDED

[Click here for a brief summary of Phase Four.](#)

Next Meeting

The next meeting date and time is to be determined.

Adjournment

There being no further business, the meeting was adjourned at 4:33pm.