**AMS Finance Committee Minutes**
Alma Mater Society of UBC Vancouver
Nov 25, 2021 at 4:00 PM PST
@ https://us06web.zoom.us/j/91667532872

**Attendance**

**Members Present:**
Rita Jin (Staff), Mary Gan, Keith Hester, Kamil Kanji, Aryan Mishra, Mitchell Prost

**Members Absent:**
Francesca Kohn (SaL), Emily Covell (Staff), Archives Assistants, Cole Evans

**Guests Present:**
Duncan Clarkson, Kyle Gerrard

I. Adoption of the Agenda
   BIRT the agenda is adopted as presented
   Moved by Mary, Seconded by Kamil.

II. Approval of Minutes
   BIRT the minutes for the November 22nd, 2021 Finance Committee is approved as presented
   [November 22nd, 2021 AMS Finance Committee Minutes.pdf](#)
   Moved by Mary, Seconded by Kamil.

III. Q2 Report
    BIRT the Q2 report is approved as presented
    [AMS Q2 2021_22.pdf](#)
    Mary:
    Second financial quarterly report.
    Q2 covers from August to October.
    Businesses are doing better. This time, we have more contenders.
    The Gallery, Blue Chip, Honour Roll, GNE are all contributing to positive revenue.
    Most are in the positives this year.
    The actual business operations is displayed on the bar graphs.
    For AMS Expenditures, everyone is slightly underbudget. Eshana is going hard to reach her budget to not underspend but for the other groups, most are underbudgeted. VP
AUA has been working on campaigns. VP Administration is mainly Clubs Days and other minor fees. VP Administration has spent the most so far which is expected given that they have the largest budget. VP External has been pushing their Get Out to Vote campaigns and other UCRU costs. VP Finance has been working on various accounting systems and clubs/constituency affairs. See Q2 report for exact amounts.

Kamil:

Has everyone been spending more at this point in time compared to their predecessor?

Mary:

For most executives, they are spending above last year's amount. For the President, slightly less has been spent compared to the year before.

Kamil:

Is the three-year comparison good?

Mary:

For these couple of years, the three years comparison may not be a good comparison because of COVID’s impact.

Student services

SASC mainly spent their money on salaries and operational costs. Hopefully they can get more staff and to increase the money movement in SASC. SASC and Safewalk are all spending more this year.

AMS Events has been busy compared to Q1. Jumpstart, First Week, "Almost Welcome Back" BBQ. It is impressive they were able to host the events with a much lower budget this year. Since things are going back to normal with events, they will likely increase spending on Block party and other event so spending should go straight up.

For Ancillary Student Services, there has been a policy advisor so there are some costs there.

For UBC Players Club and Slam Poetry are funded by the Campus culture performance fund. As well as the Bike Co-op.

A few minor edits need to be made:

- Add a y-axis to the graph
- Fix a minor date
• Change Speakeasy to Peer Support

Kamil:

For future graphs, it might be helpful to incorporate 2018-19 data as well for months after COVID.

Mary:

Yes, I can make a note of that.

Kamil:

I also wish the Bike Co-op could involve more quantitative analysis in their section.

Mary:

Okay, I can encourage that for next time.

Keith:

Can you send me the source document for these ones?

Mary:

Yes, I will send the previous ones as well.

Kamil:

It looks like the VP AUA is still underspending so, for the record, it might be good to cap the amount of budget increases.

Mary:

Yes, from now on, VP AUA should not have any other budget increases since they are still underspending.

Kamil:

I also think we should mandate other executives and staff to make spending plans to ensure they zero out.

Mary:

We tried to do that in the beginning of the year but it didn't work too well.

We can see if there is anything we can do after the January re-forecast.

**BIRT the Q2 report is approved as presented.**
Moved by Mary, Seconded by Kamil.

IV. SPF Application: Solar Shelf

BIRT $800 is approved from the SPF for the Solar Shelf project

Solar Shelf Application_2021.pdf

Duncan:

Hi, I am Duncan and this is Kyle. We have three other team members but they couldn’t make it today. Kyle can speak on the basic project overview.

Kyle:

All five of us are in integrated engineering and for our final year, we do a capstone project. We decided to do something in the sustainability realm, especially with the building energy use. We envisioned a device that can control daylighting while providing electrical power. We want to design something that can be a retrofit so that things don’t have to redesigned. Stakeholders will be mainly UBC building owners, designers, and the users (staff, students, etc.). Needs had to be adaptable to different windows (retrofit) and have to suited for our climate and budget. For our concept, we wanted to combine the light shelf (project daylight to the ceiling of the space) and the solar panel. See slides for mechanism with the actuation system.

Duncan:

We are hoping to get the most out of the electrical side of it. See slides for budget. Aluminum is an expensive building material and to meet the code we want, we need a lot of aluminum. So any money we can get out of the AMS, we can increase the quality of the product. Right now (November), we are planning to order the electrical components and mechanical components. For the future, we are planning to scale it up with some real-world testing (CIRS). Do you have any questions?

Mary:

Definitely, it was a lot better to have the engineering breakdown and pictures to illustrate the product. So we have a better idea for what this is for. So this is for the CIRS?

Duncan:

Yes, that is what we are hoping for.

Mary:
Do you need to speak with UBC to confirm if this can be done?

Duncan:

Yes, one of our team members work at the CIRS and have communicated with them.

Kyle:

Other projects have been tested in the CIRS in the past so it is a good partner for our product.

Mary:

Is there any proof in writing to indicate that this project can go forward?

Duncan:

I don’t have it on me but I can reach out to them to get it to you by next Monday.

Mary:

Yes, it would nice to have confirmation that this project will go through if we approve the funding for it.

Kyle:

To be completely transparent, the project doesn’t rely on the CIRS - it is just the most ideal situation. We have backup options to test the prototypes.

Mary:

Is there some measurable quantitative ability (e.g. measure the amount of electricity saved for the building) that can measure the impact on sustainability?

Kyle:

There are theoretical calculations to support our expected electricity reductions but we can measure that as well. We can simulate it in software and see the actual results. Another key thing is that we are looking to design it for that specific building and climate. In reality, there might be a greater impact at another location (e.g. closer to the equator).

Mary:

Sounds good. I think this could be a good project that can be extended to the rest of campus. Are there any questions from the rest of the committee?

Mary:
I would vote yes with the terms that they get written acceptance from UBC building operations.

Kamil:
Agreed.

Aryan:
I agree.

Mitchell:
Sounds good to me.

Keith:
I totally agree. They will need access to the electricity grid within CIRS and approval to make changes to the structure.

Mary:
Okay, as long as we can get that explicit approval from UBC building operations. I can tell Jason to follow up with them.

**BIRT $800 is approved from the SPF for the Solar Shelf project given that the AMS is provided with explicit proof of permission from UBC building operations that this project can proceed.**

Moved by Mary, Seconded by Mitchell.