



# AMS Finance Committee Minutes

Alma Mater Society of UBC Vancouver

Jan 21, 2022 at 1:00 PM PST

@ <https://us06web.zoom.us/j/91667532872>

## Attendance

### Members Present:

Rita Jin (Staff), Lauren Benson, Cole Evans, Mary Gan, Keith Hester, Kamil Kanji, Aryan Mishra, Mitchell Prost

### Members Absent:

Francesca Kohn (SaL), Juliane Jou (SaL), Emily Covell (Staff), Archives Assistants, Ben Du

### Guests Absent:

Ben Du

#### I. Adoption of the Agenda

BIRT the agenda is adopted as presented

Moved by Kamil, Seconded by Mitchell.

#### II. Approval of Minutes

BIRT the January 14th, 2022 Finance Committee meeting minutes are approved as presented

 [January 14th, 2022 AMS Finance Committee Minutes.pdf](#)

Moved by Kamil, Seconded by Mitchell.

#### III. Club Support (Guests: Ben Du)

BE IT RESOLVED THAT \$34.84 CAD is approved from the Clubs Benefit Fund for the Office of the VP Administration to purchase a kettle for the Clubs Resource Centre.

BE IT RESOLVED THAT \$223.98 CAD is approved from the Clubs Benefit Fund for the Office of the VP Administration to purchase two bean bags for the Clubs Resource Center.

“BE IT RESOLVED THAT \$25,000 CAD is approved from the Clubs Benefit Fund for the Office of the VP Administration’s Events Assistance Grant of the AMS Clubs Recovery Benefit.”

 [CRC Motions to Finance Committee.pdf](#)

 [Motions to Finance Committee - Club Support \(January 21, 2022\).pdf](#)

Lauren: VP Administration is conducting a project to revamp the CRC so that commuter students - put in more appliances so that the space is sufficient when students return to campus. All pretty small things. Referring to Cole's point about using the budget, we have use most of it on blankets and cutlery and such. We hope to save the rest for programming. So, we hope to bring in a kettle, coffee, and some low-barrier options for those who would want to bring their food to campus. Since it is quite a small space, it

shouldn't compete with Blue Chip either. We also hope to bring the bean bags in so that the space is more comfortable for students to rest. The space would also look different. The last motion is to order some spray bottles and rags to keep the space clean. We've checked with John and it seems like staff doesn't have any to lend us so we would need to buy some.

Kamil: I have a few comments. I think it is a cool initiative but I would if the Clubs Benefit Fund is the proper place to draw the money from. It seems like the funding is focused on helping for commuter students. I thought clubs have to apply directly for the fund so I don't know if AMS can go into that fund.

Cole: Yeah, these are pretty small purchases so I think these can be coming from the budget. Even if the items go over the original budget allocation, going ~\$300 over wouldn't be a big difference. Also, I was wondering why we are setting up another Events Assistance Grant because it seems like the club can just apply to the Clubs Benefit Fund.

Kamil: I just checked the code, it says that organizations will need to be a club to access the Clubs Benefit Fund.

Mary: To jump in on this, it is up to Finance Committee's discretion to use the Clubs Benefit Fund. However, we can do budget reallocations since we are doing the February reforecast right now so we could pass the budget amendment preliminarily.

Lauren: The logic behind using the CBF is that it will be used by clubs and commuter students so it seems like it would make sense. I would be happy to have it as a budget amendment as well - doesn't matter where we get the money from.

Tommy: The Event Assistance Fund will be almost an emergency fund for club events from now until April. From my personal experience, a lot of people have problems with finances. A lot of the people who need to get it, tend not to get it. It's almost a built-up need on needing more funding. I would say it can definitely be seen as a branch of Clubs Benefit Fund. They would submit a budget and booking confirmation.

Keith: How would the application process for the fund look like? How do you ensure they are planning events?

Tommy: We'll be looking at booking confirmations and submit it back to us. This application with their brief budget and then we will review it from there. It would probably be a relatively brief review process. Our team will be handling those applications.

Keith: There is an issue with this because all bookings have to go through John's position due to the union.

Tommy: Would it be easier to not do bookings through the nest? And have all of them go through John.

Keith: If they are planning an event inside the Nest, they need to go through John. If they need to book outside the Nest, they could go through the application.

Lauren: I would like to keep the applicability as wide as possible if we come with union issues, then we can tailor it as well.

Mary: I have a question. Can clubs not submit an invoice from internal or external venue bookings?

Lauren: Sounds fine to me.

Keith: They are looking into creating a separate fund and then going through the fund.

Kamil: What will the criteria for this fund even look like?

Mary: I think it's not a new reserve fund - it sounds like the videoconferencing grant.

Keith: Those were club applications to the CBF and we were not distributing money specifically to people.

Lauren: Correct me if I'm wrong Tommy but we can allocate \$25,000 from the CBF for the process.

Kamil: Are people not just directly applying to the CBF? If it will be remaining in the CBF, we can just focus on promoting and being more fluid in the review.

Tommy: Is there a way for this to work the same way as the videoconferencing grant was?

Mary: I personally think they could work like it. Cole, would you like to speak on this?

Cole: I think we just need to market the CBF applications better. VP Admin can help with the clubs funding reviews. All CBF applications are going through Finance Committee which meets weekly so it wouldn't take too long. This proposal is too much in conflict with code. The videoconferencing grant is for all clubs whereas this proposed grant is for clubs who are planning to applying to fund a specific, one-time event. So in policy, they are different. My thoughts are in line with Kamil's.

Lauren: I think we do need a long term goal to make the CBF more accessible but we are hoping to have a short-term solution first.

Kamil: Can we temporarily suspend the code?

Mary: We can have it for certain suspensions of parts of the code.

Cole: If you ask me personally, I think the CBF should be more centralized in the VP Admin's office. I don't know if it's easier to suspend code and go down that route.

Mary: Wouldn't it be easier to make a temporarily amend to the code in the meantime so the VP Admin's Office can make changes to set up a new application process.

Tommy: If the application process is kept pretty simple, it would be fast to review.

**“BE IT RESOLVED THAT \$25,000 CAD is approved from the Clubs Benefit Fund for the Office of the VP Administration’s Events Assistance Grant of the AMS Clubs Recovery Benefit.”**

Moved by Mary, Seconded by Kamil.

Mary: Also, for the other motions, we found a solution to the CRC expenses. Doesn't look like there's been any spending so far this year from Clubs Repairs and Maintenance so the expenses can go into that budget line (currently \$1,500 in the budget line).

#### IV. Policy I-2

BIRT Finance Committee recommends to AMS Council to rescind Policy I-2

 [I-2-Cheque-Signing-policy-oct14.pdf](#)

Mary: no one uses rubber stamps and accounting only allows us to sign on pen so.

Kamil: It is a 12-year old policy?

Mary: Yes, so it's outdated.

**BIRT Finance Committee recommends to AMS Council to rescind Policy I-2.**

Moved by Mary, Seconded by Mitchell.

#### V. AMS SPF Application: Blind Corner Detection and Warning

BIRT \$1,000 is approved from the Sustainability Projects Fund for the Blind Corner Detection and Warning project

Alex: (Introduction on SPF Application document)

Mary: Do you have a picture of what the visualization would look like?

Alex: We have the CAD model.

Mary: Is there an area you would be able to test the prototype?

Alex: I currently live in Marine Drive and a lot of our team have areas we can test the prototype at.

Mary: Thank you for coming, we can vote on the project within the committee.

Mary: I don't know if the project is applicable to SPF? It seems like traffic signal.

Mitchell: Maybe the solar panel aspect of it? It's for driving blind corners for road safety.

Kamil: How much money do we have in the SPF?

Mary: We have quite a bit. We have around \$49k left for this year based on allocations but the fund itself has lots of money.

Kamil: They aren't asking for a lot - only a grand.

Keith: If they haven't had discussions, this could lead to liabilities.

Kamil: Also, for older drivers, the LED would be difficult to see.

Mary: I think it would be better reserved for the government to implement this. Not students. I don't know if we invest this money, who would use/implement this.

Aryan: Aren't there already things for this?

Keith: Yes, blind corner mirrors.

Kamil: So they are duplicating a need.

#### VI. AMS SPF Application: Tote Bags

BIRT that \$31,248 is approved from the Sustainability Projects Fund to fund the expansion of the Reusable Tote Bag project.

 [Application Form-TOTE BAG 2022 \(SPF\).docx](#)

Cole: Can we change the design and/or make something more interesting on it? Also, the revenue from the tote bag sales, are they going back to outlet or the vendors?

Keith: It will go towards buying more bags.

Vishwa: It appears to be more of a mxine bag and not a shopping bag so we changed the design. We got 3 different quotations. The product we are going with is cheaper than the other quotations but the con is that it requires 1 week advance for shipping. It is doable because we still have two crates left. Sebastian has agreed to help with this with funding. We planning to sell for \$2.50 and after GST/PST, we will have ~\$2.20 left. As Keith said, we will use the revenue to buy more bags. I have spoken to some of the

tenants and they are interested. We can incorporate their logos and sell it to them as well.

Mary: Can I be reminded how many bags were purchased in the first round?

Vishwa: 4000 bags and 200 bags are left.

Mary: Wow, that's really impressive. The impact is very large. Are we deciding to change the design?

Vishwa: One thing to note, the more colours/changes we make, the price may go up.

Mary: We can keep the current colour options so that price doesn't change. It is a reusable tote bag right? Same cotton bag?

Vishwa: Yes.

Mary: Currently SPF has money in it so it will dip into it.

**BIRT that \$31,248 is approved from the Sustainability Projects Fund to fund the expansion of the Reusable Tote Bag project.**

Moved by Mary, Seconded by Mitchell.

#### VII. AMS Budget Briefer

Mary: After this last meeting, we will be starting to work on the AMS budget. Today's the last day to submit budget amendments so we will review that and possibly invite people in for explanations.

Kamil: Are we changing our meeting time or is that not happening? I don't think I can skip class every week.

Mary: We will need to find a better time that works for everyone. Right now, the schedule is pretty spread out on the board.

Mitchell: I will be sending you my reforecasting.

#### VIII. SPF Criteria- Community Donations Discussion

Keith: they want us to do some investments into what they call community investments.