



## Minutes of the Operations Committee

April 27, 2023

6:00 PM PDT

### Attendance

Present: Ben Du (Vice President Administration), Thomas Dunsmore (Councilor for Commerce), Rachael Peng (Student at Large), Tim Vong (Student at Large)

Regrets: Katherine Feng (Councilor for Science), Kana Kawanishi (Councilor for Forestry), Cissy Zhang (Councilor for Land and Food Systems)

Guests: None

Recording Secretary: Thomas Dunsmore

### Call to Order

The meeting was called to order at 6:04 PM PDT.

### Territorial Acknowledgement

### Adoption of the Meeting Agenda

Moved: Ben      Seconded: Thomas

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

*This motion passes unanimously.*

## Agenda Items

### 1. Policy Manual Revisions

Supporting documentation (1): Clubs Policy Manual - Working Doc

The committee first discussed booking and space privileges,

Ben: What do we think of taking booking or space privileges away after a certain issue with a club?

Thomas: I think booking is easier to take away, its hard to take a club's space away when its already theirs and could cause more harm than good.

Ben: We have started enforcing the bylaws template, we have not put it in code. The membership period terminates at the end of the year now and that wasnt specified before. We have a provision to add on non-refundable at the discretion of Operations Committee if an individual needs to get their money back.

Thomas: Will there be a lower limit of what fees can be requested for reimbursement?

Ben: We can make it discretionary so that we wont have frivolous requests reaching the committee, we will also change the limits of when you can book.

Rachael: This chart seems a little confusing about the booking systems for the AMS, how can we make it more clear?

Ben: The most important piece is that we have commercial clients from May-August because its a big revenue generator for the AMS.

Thomas: Perhaps we can reword into one statement for now and next years team can take a closer look.

Ben: Good idea, lets do that. New "high risk" plan that clubs have to complete because we are trying to take a more proactive approach for bookings. Clubs and external group partnerships need at least 2/3rds members of AMS for it to be approved without the commercial fee. We have also removed the COVID-19 response policy, and its been two years since these policies have been revised.

Thomas: Looks good to me, happy to approve.

Moved: Ben

Seconded: Rachael

"BE IT RESOLVED THAT the Operations Committee approve the changes to the Operations Committee Policy Manual as presented"

*This motion passes unanimously.*

## **2. Resource Group Entrance Renovations**

Supporting documentation: 1005\_Resource Centre Plan 'A'-1.pdf

Ben: We are expanding to make the resource group area more accessible for wheelchairs. Should we table this for next year a little bit? We can only approve up to \$9,500 now because we cant do it without council approval.

Thomas: I think table it for now so they can get the full funding from us, since if we pay the \$9,500 now, who pays the other part? It would be good to give them the opportunity to get the full funding from the next team.

Ben: Council is tomorrow so its a little late. We can approve \$9,500 now and then the new committee in summer can approve rest of funding and continue discussions for the rest. Since this is too late going to council, the best we can do is get the ball rolling.

Moved: Tim

Seconded: Thomas

"WHEREAS

1. The annual intake for the Capital Projects Fund is approximately \$480,700.00 CAD as verified by the VP Finance;
2. Pursuant to the AMS Code of Procedure IX.B Article 6.5(a)(vi), an expenditure of less than two percent (2%) of the annual intake of the fund may be approved by the Operations Committee without submission to Council, but the Operations Committee may only approve expenditures relating to renovations or maintenance of the AMS Nest;
3. Two percent of \$480,700.00 is \$9,614.00 CAD

THEREFORE BE IT RESOLVED

1. THAT \$9,614.0 is approved from the Capital Projects Fund for the Resource Group Entrance Renovations Project

*This motion passes unanimously.*

### 3. Pocket Lounge Conversion Project Concept Approval

Ben: Budget isnt as relevant today, engagement process was during January around clubs fair. It revealed that people arent satisfied with the current study spaces and want more. Main features people want are chargers and outlets, and group study spots. We have renderings of pocket lounges with study pods, group study tables, and active study seating. This is new for the nest. Motion is to approve the concept, nothing else yet.

Rachael: No questions, love the concept.

Thomas: I echo that sentiment.

Moved: Rachael          Seconded: Thomas

"BE IT RESOLVED THAT the Operations Committee approve the concept of the NEST Floor 2 South-West Pocket Lounge Conversion Project"

*This motion passes unanimously.*

### 4. Locker Handle Project

Ben: We dont have handles on the lockers at the moment, bit of a safety hazard. Oversight when the building was built, and we are approving this project today. They will be on all lockers very soon.

Moved: Tim          Seconded: Thomas

"WHEREAS

4. The annual intake for the Capital Projects Fund is approximately \$480,700.00 CAD as verified by the VP Finance;
5. Pursuant to the AMS Code of Procedure IX.B Article 6.5(a)(vi), an expenditure of less than two percent (2%) of the annual intake of the fund may be approved by the Operations Committee without submission to Council, but the Operations Committee may only approve expenditures relating to renovations or maintenance of the AMS Nest;
6. Two percent of \$480,700.00 is \$9,614.00 CAD

THEREFORE BE IT RESOLVED

2. THAT \$6027,84 CAD is approved from the Capital Projects Fund for the Locker Handle Installation Project.

*This motion passes unanimously.*

### **Adjournment**

There being no further business, the meeting was adjourned at 6:48 PM PST.