Board Meeting Minutes – October 16th, 2013

Time: 8:00 p.m.

1. Call to Order - 8:16 PM

Present:Stephen K, Ron Chui, Aliya, Kielstra at SLC Meeting Room, Courtland & Mitchell conferencing in

Absent: Laurie Tigert-Dumas, Cathy Bolger (due to it being a phone conference call)

2. Approval of Past Minutes

- Motion made by: Stephen K Seconded by: RON CHUI

- Vote: 4-0-0 Passed

3. Approval of Agenda

- Motion made by: Stephen K Seconded by: RON CHUI

- Vote: 4-0-0 Passed

4. Reports

-APM Report

• Salesforce is good software for Laurie to use. It seems like something necessary for Laurie's job. Software renewal is not a duty that should be coming through the Board, it does not need to reach us here in the future.

• Motion: CLJ Seconded: RON CHUI

Vote: 4-0-0 Passed

• SWAG – will we subsidize costs of SWAG?

NO – we decided we have had large cash outlays and this is something we will pass on this year. However, any subsidizing we can do of costs through ad sales specifically for this we are willing to use towards decreasing costs to the volunteers.

-Committee Reports

Promotions Committee

Ron Chui has agreed to take over as chair of Promotions Committee
Motion to make Ron Chui chair: Stephen K
Seconded: Ron Chui

Vote: Passed 4-0-0

• Promotional expenses are being expensed out of promotional committee's budget for the weekly contests and are showing as revenue for ad sales as half page sales. These are only small thankyou ads cost over \$300 to thank for a \$25 gift card which first, are only the size of a business card not a half page ad, and second should be treated as house ads (same as Pizza)

- Ron Chui will talk to Cathy to resolve and Ron Chui/ Aliya will discuss ad sizes to try and save money on Thank-you Ads
- -Ron Kielstra believes they should be house ads, we are charging for a full ad and not expensing

6. Business Arising from the Minutes

- BMO Updates (Courtland)
 - Courtland, Mitchell, and Ron K have signed the documents with BMO
 - We are now waiting on Cathy Bolger to read through the documents and sign everything and we are ready to move onto the next steps of moving our bank accounts over to BMO
 - We expect to have a timeline for rollout to plan and approve investments and when money will be moving from CIBC to BMO

- Special Projects position

- Courtland: thinking it is getting late in the semester, the position realistically can fall under Cathy's role. Courtland is going to discuss this with her, we can save the money from paying someone in the position and hopefully still get a lot of the work we had planned done
- Looking at it in terms of cost/benefit at this time it is not worth it, it seems special projects is best to cut out for this term and to work directly with Cathy on these jobs now and see where we can get
- Revision of CUP budget + new chair of CUP
 - Stephen K talked to Laurie –for flight and registration per person the costs will be \$1500-\$1600. Travel Cuts will subsidize travel costs for advertising
 - \$10,000 is committed to CUP in budget, some of this can be subsidized using sponsors
 - We need to decide yet how many people will be going to cup, how much is going to be subsidized, and what the other costs will be
- Status of Computer Proposal
 - Ron Kielstra: talked to Xiabo, this is now something to look to send over to Cathy to work through as it aligns with her job description and should have been on her from the start. Also, looking to have Ron Chui head this project herein and be the headman from the Board of Director's perspective
 - Ron Chui and Kielstra will be sitting down to transition this into Ron Chui's hands for the Board. This really is Cathy's job though and she will be taking charge of this and the board will be here to consult and approve motions

7. Adjournment

- Motion to adjourn made by: Ron K Seconded by Mitchell Belford

Vote: Passed 4-0-0