

Call to Order – 12:00pm, September 10, 2014 | Executive Conference Room

## 1. Roll Call of Attendance

### Committee Composition

President (*chair*)..... Chardaye Bueckert  
Vice President Finance..... Adam Potvin  
Vice President Student Services ..... Zied Masmoudi (*late*)  
Vice President External Relations ..... Darwin Binesh  
Vice President Student Services ..... Kayode Fatoba (*late*)  
Vice President University Relations ..... Moe Kopahi

### Society Staff

Build SFU General Manager..... Marc Fontaine  
Executive Director..... Colleen Knox  
Campaigns, Policy, and Research Coordinator ..... Pierre Cassidy  
Student Union Organiser..... Antonio Daling  
Minute Taker ..... Dion Chong

## 2. Adoption of Agenda

### MOTION EXEC 2014-09-10:01

Kopahi

*Be it resolved to adopt the agenda as presented.*

### CARRIED AS AMENDED

## 3. Unfinished Business

### a. AGM Update

At the staff meeting, there was a request for details on reports submitted for the AGM. In the past, Out on Campus and Women's Centre have been asked to produce reports. There was a request for further clarity on the timelines and requirements for the report, particularly the length and level of detail.

Documents were to be prepared well in advanced for the AGM. The annual report included an outline of society activities, including reports from all interested departments. Ideally, an email with timelines would have been circulated to the staff mailing list, however this had not occurred yet. Vice President Student Services had committed to liaise with departments and send out the email.

Opportunities were available for any committee to submit a report as well. Emails would also be sent to the board to highlight this opportunity.

Additionally, financial reports and statements were all available for the website. The Communications Coordinator would also be working on a condensed audit report such that the membership would have access to the report and could review the document prior to the meeting.

There was a desire for the departments and the Executives to prioritize the AGM after the Fall Kickoff Concert given the gravity of the event.

## 4. New Business

### a. Build SFU Business Consultant

Business decision-making and university relations consultancy was sought. The project was moving towards the negotiations of lease terms for the Student Union Building, and project management and planning would result in the Build SFU department requiring external assistance. Hiring a consultant was significantly less expensive than hiring a lawyer, and it would soon be necessary for an executive to sign off on an engagement letter.

**MOTION EXEC 2014-09-10:02**

Bueckert/Amended Kopahi

*Be it resolved* to recommend to Board of 2014-09-10 to authorize Vice President Finance - Adam Potvin, and the Build SFU General Manager - Marc Fontaine, to sign the letter of engagement with Capital Decisions Inc.

The decision was made that, given the disbursement of funds from within the approved budget of the department, the decision could be managed at the Executive level. However, as an agreement was being signed legally, the matter was referred to Board for approval. Given varying past practices, it was agreed that matters which had to be signed off by the Society should flow through the Board level.

There was a desire to clarify the issues around cash disbursements and requirements for the Society to sign documents.

The Vice President University Relations would amend the board agenda to include the motion.

**CARRIED AS AMENDED**

**b. FSU and Fall Referendum Workflow**

To date, no CEO applications had been received by the Resource Office.

There was a desire for the BASS Constitution to be approved as soon as possible. The Business Representative and the Vice President Finance had worked jointly on the document. The CRP Coordinator reminded the board that review of such documents would impact the capacity of the Campaigns, Research, and Policy Office, including the potential impact on society advocacy initiatives, bylaw change presentations.

In the past, the onus has been on the organizations to prepare the constitutional documents. There were concerns around the board and the staff to rewrite constitutions on short notice. CRPC was working on a template for FSUs to adopt and change minimally. The Applied Sciences FSU and the Arts and Social Sciences FSU last year did not have the same level of support from SFSS staff and board, and thus a level of equality was sought in regards to staff and board resources.

*Fatoba entered 12:26*

Concern was raised around the necessity of Board approval for FSU constitutions and bylaws. FSU constitutions had no force and effect, as they were meant to ensure that the FSUs understood the frameworks within which they exist. Given the number of constitutions arriving in the near future, there may be concern around the capacity of the office. It may be possible for the BASS Constitution and Bylaws to be reviewed on its own, and prioritization of the FSU constitution and bylaw template afterwards.

**MOTION EXEC 2014-09-10:03**

Potvin

*Be it resolved to have CRPC prioritize the review of the BASS Constitution and Bylaws for the review of next CPR.*

The committee was reminded that the referendum was not entirely for BASS. Further, when SASS applied for FSU status and approval of their bylaws and constitution simultaneously, CPR had the option of either accepted the bylaws or rejecting them and therefore rendering SASS ineligible to run for FSU status.

There was a desire to avoid constant reprioritization and the loss of project continuity across Society departments.

The Executive was reminded that the FASSU constitution and bylaws was not approved by the previous Board as a result of the inclusion of a funding model that had not been approved by the Registrar and therefore had no force or effect.

*Masmoudi entered at 12:39pm*

## **CARRIED**

### **5. Executive Officer and Staff Updates**

Committee chairs were reminded to ensure that agenda submission and approval timelines were adhered to for the new semester and new meeting times.

Student Union Organiser - a number of Council-related motions had been submitted to FASC.

Executive Director – discussion were continuing with the AGM and potential ED assistance in the planning process.. Administrative work around job description changes and grievances. FBS grievances were complete.

CRPC – Advocacy initiatives and portfolio, FSU constitutions, stakeholder engagement, development of web app.

Build SFU General Manager – Work was in progress on the lease with the University for the SUB with assistance from the external consultant. Seeking feedback on the success of the Fall outreach session.

### **6. Announcements**

Auditors will present at the next Executive Committee meeting. Management Consultant needs to have a presentation to the Executive Committee once a semester as per applicable SFSS policies.

No applications had yet been received for the CEO position. Promotion was being sought.

### **7. Attachments**

### **8. Adjournment 12:24pm**