

## Board of Directors Meeting Minutes

Tuesday, November 01, 2016

Students' Union Building

### 1) Meeting Called to Order

4:00PM

#### PRESENT

Amber Storvold	Vice President External
Oluwafemi Akinsanpe	Vice President Finance
James-Dean Aleck	Aboriginal Representative
Chandan Sehgal	International Students' Representative
Caitlin Orteza	LGBTQ Representative
Yash Thakker	Graduate Students' Representative
Tatiana Gilbert	Director-at-Large
Cole Hickson	Director-at-Large
Laura Santamaria	Director-at-Large
Gunveet Singh	Director-at-Large

#### REGRETS

Brian Chiduuro	President (on leave)
Sierra Rae	Women's Representative (on leave)

#### ABSENT

Gagandeep Singh	Vice President Internal
-----------------	-------------------------

#### STAFF

Nathan Lane	Executive Director
Alex McLellan	University Governance Coordinator
Natalie Reisle	Communications Coordinator
Dylan Robinson	Equity Coordinator
Leif Douglass	Campaigns Coordinator
Parth Patel	Entertainment Coordinator

### 2) Approval of the Agenda

2.1) MOTION  
*THAKKER/SINGH, GUNVEET*

Be it resolved that the Board of Directors adopt the agenda as presented  
**CARRIED**

### 3) Approval of the Minutes

3.1) MOTION  
*SEHGAL/HICKSON*

Be it resolved that the Board of Directors adopt the minutes from the October 18, 2016 Board of Directors meeting

**CARRIED**

### 4) Correspondence

FOR ACTION

FOR INFORMATION

TRUSU Grants Report #2016-CG-114 HEC Social Business Creation Conference

Reisle reported that the conference grant was approved to support seven attendees, but only four attended and of those only three were eligible based on the application. As a result, the reimbursement is significantly lower than the approved amount.

TRUSU Grants Report #2016-CG-115 National Sports Law Competition

TRUSU Grants Report #2016-CG-117 Enactus World Cup

TRUSU Grants Report #2016-CG-118 BC TEAL Interior Conference

Reisle reported that the conference grant was approved to support fifteen attendees, but there were only ten. Reimbursements are lower than the approved amount as a result.

TRUSU Grants Report #2016-GE-044 Western Canada Law Rugby Championships

Reisle reported that more students attended the event than projected, increasing ticket revenue and beer garden revenue. The organizers also saved on costs. As a result, the event ended with a financial surplus.

TRUSU Grants Report #2016-GE-041 Political Science Mixer

Reisle reported that the event achieved only 65% of expected attendance, which resulted in reduced ticket revenue. After reimbursement from the approved grant, the organizers had a small loss on the event.

TRUSU Grants Report #2016-GE-037 Pride Parade After Party

Reisle reported that student participation higher than expected, but faculty, staff, and community participation was lower, leading to lower attendance overall. There has been no reimbursement yet, but it is expected that the total approved amount will be claimed.

## 5) Presentations

TRUSU Grants Application #2016-CG-123 Hockey Arbitration Competition of Canada (Richard Wong)

Wong presented the request for a grant to support the attendance of four students at the conference in Toronto on November 13-14. This is an international conference, and this would be the second time a TRU delegation attended. The event consists of a competition based on written submissions, opening statements, and rebuttals to represent either a hockey team or players. This is a unique opportunity to practice advocacy skills in an adversarial setting outside the classroom.

TRUSU Grants Application #2016-CG-124 Convening Leaders 2017 Austin Conference (Vivek Punwani)

Punwani presented the request for a grant to support the attendance of fifteen students at the conference in Austin, Texas, on January 07-12. This is an annual conference that the Professional Convention Management Association holds in a different location each year across North and Latin America. The student component is a significant part of the event. Attendees will be able to network with event professionals, which has led to employment opportunities in the past. The TRUSU PCMA Club is actively fundraising for the anticipated shortfall. Each prospective attendee is also prepared to fund personal costs not covered by the grant and fundraising.

TRUSU Grants Application #2016-CG-125 ACM International Collegiate Programming Contest (Mitchell Hentges)

Hentges presented the request for a grant to support the attendance of nine students at the conference in Vancouver on November 5. This is the most prestigious programming competition in the world involving universities from around the globe. The delegation would compete in a regional competition in the more difficult of two divisions. Winners from this competition participate in a worldwide competition.

TRUSU Grants Application #2016-GE-048 3 Hours Aboard (Abdulrhaim Alghilany)

Alghilany presented the request for a grant to support hosting the event on campus on November 5. The event will consist of two guest speakers, a fourth year Tourism student on how to travel cheap and a retired pilot and flying instructor, and a short movie. There will be a draw for three prizes including two flights over Kamloops and time in a flight simulator. There are sixty participants registered so far, with a goal of ninety.

## 6) Committee Progress Reports

### Campaigns Committee (Leif Douglass)

Douglass reported that the committee has met once since the last Board meeting. It developed a strategy to secure remaining faculty and staff support for the Fund the Future campaign, and discussed plans for participation in the municipal budget consultation and the Fight for \$15 minimum wage campaign.

In terms of progress against the Strategic Plan, the committee is largely on track.

For the Fund the Future, campaign, the committee has secured approximately 2900 petition signatures. Of these, approximately 2600 are from students and the remainder are from faculty and staff. The student support goal has been reached. For faculty and staff support, the committee has made twenty presentations to faculty and staff meetings. Next strategies will include mass emails, targeted emails, and targeted outreach.

For educating the membership on post-secondary education, the committee completed its first action in its public polling presentation last week. The next action will be to host the documentary, "Ivory Tower", in the Winter semester.

For participation in the municipal budget consultation, the committee recently met with municipal staff, who are enthusiastic about a partnership with the Union to encourage student participation. They have struggled to secure participation from the community in recent consultations. The committee's strategy is, rather than attempt to promote broad participation, to build a purposive delegation of students from various constituencies to address specific student issues. The committee has also been in touch with BC Transit, which has made additional hours available for the Kamloops Transit Plan. The committee will partner with BC Transit on outreach on campus to determine students' preferences for the use of those transit hours.

For the Fight for \$15 minimum wage campaign, the committee started outreach last week and will continue for the next couple weeks. Student petition signatures that are gathered will be submitted to the BC Federation of Labour, which has over 47,000 signatures of support provincially so far.

### Services Committee (Nathan Lane)

Lane reported that the committee met once since the last Board meeting.

In terms of progress against the Strategic Plan, there is no significant development.

The committee has been focused updating website text for services, particularly the Health and Dental Plan, which will be completed shortly. This will be followed by training for Health and Dental Plan outreach tabling.

## Entertainment Committee (Parth Patel)

Patel reported that the committee has not met since the last Board meeting.

The committee successfully hosted the Games Night and Open House on October 20. All expected outcomes were achieved. However, the scale of the event is something the committee will consider. Hosting five games at a competitive level created logistical challenges, and there was a lack of cohesiveness outside opening and closing ceremonies. In the future, similar events may be held with a focus on one game to be more manageable and provide an even better experience for participants.

In terms of progress against the Strategic Plan, the committee is on track.

The Games Night and Open House is now complete. The attendance goal was met with 101 registrations.

For the Recognition event, the committee continues to work on a nomination process to recognize students, clubs, faculty, and staff.

In terms of key performance indicators, the Games Night attendance met the target, but committee member attendance was not good, bringing down the overall indicator.

## Equity Committee (Dylan Robinson)

Robinson reported that the committee has not met since the last Board meeting.

The committee host its first annual International Day for the Eradication of Poverty event on October 17. The event was a lecture on tax fairness and the public good.

The committee also posted an article on its newsfeed for selecting a fun and respectful Halloween costume. It was shared widely on social media and received good response.

In terms of our progress against the Strategic Plan, the committee is on track.

For the Story Tellers Gala, this year's event will be a panel discussion on the overrepresentation of Aboriginal youth taken from their families and communities and put in government care. Logistics have all been taken care of. Promotions have been started with posters and a banner up and web and social media content published. Board members were encouraged to share promotional information and invite friends and classmates.

For the International Day for the Eradication of Poverty, the Tax Fairness lecture is now complete. Actions for outreach and promotion were completed. The event was successful in raising awareness and profiling organizations working to improve tax fairness. Attendance was just short of the goal of 50 with 40 participants. An exit survey, the first from an equity event this year, provided good results in terms of participants indicating increased understanding of the issue and providing useful feedback for event organization.

In the coming weeks, the committee will be focused on promoting attendance at the Story Tellers Gala on November 17.

#### Policy Committee (Nathan Lane)

Lane reported that the committee has not met since the last Board meeting. It will likely meet in early November.

#### Executive Committee (Nathan Lane)

Lane reported that the committee has met once since the last Board meeting. The committee discussed policy changes related to organizational structure. It also made a number of Student Caucus appointments.

## 7) Institutional Student Representation Reports

#### Student Caucus (Alex McLellan)

McLellan reported that the Student Caucus met once on October 24, its first of the academic year, since the last Board meeting. Attendance was mediocre, likely as a result of mid-terms, but attendees were highly engaged. The Caucus received reports on the status of the Open Textbook and Hungry for Choice campaigns. Each Caucus member provided a roundtable update from regarding their respective committee orientations, meetings, and issues arising. Finally, the Caucus engaged in brainstorms for means to gather further Hungry for Choice petition signatures and for local businesses to approach for letters of support

The Student Caucus Steering Committee has met once, on October 31, since the last Board meeting. This was the first of the new term, and was focused on an orientation of new members to the meeting and agenda format, the Basecamp, and the Student Caucus Plan 2016/17. The committee also debriefed on the Student Caucus meeting and determined that attendance could be improved through earlier and multiple notices and by adding Basecamp notifications. It determined the roundtable updates were very successful in terms of seating members of the same committee together, and the committee determined to investigate the potential for more regular updates. Finally, the committee determined next steps for the Hungry for Choice campaign. It assigned Mico Miede-Moffat primary responsibility for managing solicitation of business support, and assigned Mwansa Kaunda primary responsibility for managing classroom presentations.

In terms of progress against our Strategic Plan, the committee is mostly on track.

Regarding Student Caucus recruitment and support, most actions are now completed and the goals and actions are all on track. The key performance indicator of vacancies remains at six out of forty-eight. A posting to fill remaining vacancies have had some success, with two further appointments forthcoming this week. An action now begun is hosting Student Caucus meetings, the first of which was last week.

Regarding the Hungry for Choice campaign, progress is on track. Items in progress include leafleting to collect more petition signatures as well as classroom presentations to collect petition signatures and outreach to businesses for letters of support. The key performance indicator of petition signatures is now at 1372, well on the way to the goal of 2000.

Regarding the Open Textbooks initiative, progress has taken a back seat for the moment. The key performance indicator of faculty pledges to adopt Open Textbooks is considered stalled at this time. The actions intended to lead to individual faculty adoptions have not been possible as intended so far. In the second semester, the focus will be on securing an Open Textbook Fellowship.

Regarding the Student Budget Consultation accountability initiative, progress remains delayed. Items that remain in progress include communicating with relevant budget-holders for which a strategy has been developed and will be implemented in the coming weeks, and publishing regular news feed posts updating progress towards responses. The committee is also still awaiting any formal responses to our budget recommendations that TRU administration has committed to provide. One item that has stalled is to present the Budget Consultation Report to the Budget Committee of Senate, Senate, and Board of Governors. A presentation was made to the Budget Committee of Senate as previously reported. Presentations will not be made to the Senate or Board before the end of the semester as was intended, but this is not expected to negatively impact the project.

In the coming weeks the focus will be on the Hungry for Choice campaign with the addition of classroom presentations and soliciting letters of support from local businesses.

**8) Canadian Federation of Students Report**

**9) Finance Report**

Financial Statement – July 2016 (Nathan Lane)

Lane provided an update on the annual audit of the financial statements. All documents have been submitted to auditor. Audited statements are on pace for review by the Board in December and presentation to the membership at the Annual General Meeting in January.

Lane reported on the unaudited statements for the period ending July 31, 2016, which is the fiscal year end.

Operating Fund revenue was as projected overall. The largest portion, membership dues, was nearly exactly as projected. Although not material, Club dissolutions were significantly higher than anticipated. Common Ground revenue has been declining in recent years; it may be rebounding this year. Because wages and food costs are fixed or rising, the levers for maintaining its small profit are limited to volume and price.

Operating Fund expenditures were on budget overall. There were substantial discrepancies from the budget in spending for the Equity Committee. For example, the Story Tellers Gala overspent due to an unanticipated partnership with President's Lecture Series that dramatically expanded the scope, and the benefit, of the event. The International Beer Tasting also over expensed due to underestimating costs. Neither of these discrepancies are material. Common Grounds expenditures were under budget, but food and coffee prices continue to rise, putting pressure on the capacity of the service to return a profit. The emergency bursary program overspent because, by the end of the first semester, it had received demand for the full budgeted amount. In entertainment, many events overspent due to rising production costs, and this has since been addressed for the current fiscal year. Overall, the fund had a very small surplus at the end of the fiscal year.

Health and Dental Fund revenues and expenditures were as budgeted. The fund has a surplus of \$60,000 at the end of the fiscal year. These surpluses help guard against fluctuations in broader insurance trends and claims on the Union's plan in particular. This will be important in adjusting to the addition of international students to the plan this year.

Capital Fund revenues and expenditures were as budgeted. The fund was in a deficit before transfer from Health and Dental Fund, which provided for small surplus.

The Grants Fund revenue was somewhat greater than budgeted, and comes solely from the transfer of fees from TRU. Expenditures were under budget overall. They were significantly under budget for faculty grants due to a lack of uptake, somewhat under budget for event grants, and slightly over budget for conference grants. The fund had a large surplus at the end of the fiscal year. The surplus becomes the opening balance in the current year and remains available only for funding student events and conferences.

Overall, the Union ended the 2015/16 fiscal year with all funds balanced.

Financial Statement – August 2016 (Nathan Lane)

Financial Statement – September 2016 (Nathan Lane)

Lane reported on the financial statements for the period ending September 30. This represents the first two months of the fiscal year.

Operating Fund revenues remain limited as membership dues had not yet been received. Sponsorship and event revenue met and exceeded projections.

Operating Fund expenditures are also limited so far. Entertainment expenditures for back-to-school events including Clubs Day, Back-to-School Barbeque, and Movie Night have all been incurred and are under budget.

The restricted funds have had limited revenue and expenditure activity, and there is outside of projections.

Overall, the Union remains in a strong financial position.

## 10) Staff Report

### Communications Report – October 24, 2016 (Natalie Reisle)

Reisle reported on the communications analytics from recent weeks.

On the website, total hits for the week starting October 17 were outstanding, due largely to the Hungry for Choice campaign newsfeed post. In the past week, the top page was the Halloween costume newsfeed post. The increased use of the newsfeed has proven effective, with a 376% increase in traffic.

On Facebook, where most website traffic comes from, reach was higher in the past two weeks due to the Hungry for Choice and Halloween costume posts.

Twitter has demonstrated a continuing decline in efficacy as the membership uses it less and less.

On Instagram, higher than normal impressions were realized in the week starting October 17 due to Games Nights and Open House photos.

A newsletter was sent on October 26, but will not be reflected until the next report.

### TRUSU Grants Report – October 28, 2016 (Natalie Reisle)

Reisle reported on the grants awarded as of October 28, 2016. It remains early in the fiscal year, and nine general event and nine conference grants have been awarded. This represents 14% and 16% of budgeted amounts respectively. There remain significant budgeted funds to support events and conference attendance, even with the anticipation of most conference applications in the Winter semester.

Information sessions have been scheduled to improve the uptake of the grant programs. A conference grant session will be held on November 23 and an event grant session will be held on November 24. Depending on the success of these sessions, one targeted to faculty grants may be held later.

## 11) Old Business

## 12) New Business

### 12.1) MOTION – TRUSU GRANT *SINGH, GUNVEET/SANTAMARIA*

Be it resolved that the Board of Directors fund TRUSU Grant Application #2016-CG-123 \$4,000.00 to attend the Hockey Arbitration Competition of Canada on November 13-14, 2016

**CARRIED**

- 12.2) MOTION – TRUSU GRANT  
*GILBERT/ALECK*  
Be it resolved that the Board of Directors fund TRUSU Grant Application #2016-CG-124 \$5,000.00 to attend the Convening Leaders 2017 Austin Conference on January 07-12, 2017  
**CARRIED**
- 12.3) MOTION – TRUSU GRANT  
*HICKSON/THAKKER*  
Be it resolved that the Board of Directors fund TRUSU Grant Application #2016-CG-125 \$1,246.50 to attend ACM International Collegiate Programming on November 05, 2016  
**CARRIED**
- 12.4) MOTION – TRUSU GRANT  
*SANTAMARIA/SINGH, GUNVEET*  
Be it resolved that the Board of Directors fund TRUSU Grant Application #2016-GE-048 \$337.50 to host the 3 Hours Aboard event on November 05, 2016  
**CARRIED**
- 12.5) MOTION – HONORARIA  
*THAKKER/ALECK*  
Be it resolved that the Board of Directors receive the honoraria report for the period of October 06 – October 19, 2016  
**CARRIED**
- 13) Meeting Time**  
Tuesday, November 15, 2016 – 4:00PM
- 14) Notices of Motion**
- 15) In Camera Section (if needed)**
- 16) Adjournment**
- 16.1) MOTION  
*GILBERT/ORTEZA*  
Be it resolved that this meeting be adjourned  
**CARRIED**