Budget Committee Meeting Minutes  
October 26, 2017, 1:00-2:00 PM, Ladha Room 103

Present:

Ryan Lou                  VP Finance  
Wendy Guo                  AMS Representative  
Ronan Kerr                  Astronomy Representative  
Arshdeep Ganda              Microbiology and Immunology Representative  
Jacqueline Zheng            Member-At-Large  
Mimi Nguyen                 Member-At-Large  

Regrets:

Alyssa Yong                AVP Finance  
Monica Hsu                  Coordinated Sciences Program Representative  

I. Call to Order

The meeting was called to order at 1:05 PM.

II. Introductions (~5 Minutes)

III. Approval of the Agenda

Moved by Wendy, Seconded by Ronan,

"BE IT RESOLVED THAT the Budget Committee adopts the agenda as presented."

IV. Budget Amendment Presentations and Discussions:

1. Mental Health Advocacy Committee – Jennifer Cheng, VP Academic

   - Jennifer: Mental Heath Advocacy Committee is to be codified and was an Ad-hoc committee last year. It has already gone through CAPC and it must go through Budget Committee to determine the finances of the committee.
     o Requesting for a line in the budget for the Mental Health Advocacy Committee and it will be for $1,000.00; $500.00 will be reallocated
from Academic Committee since it does not have many expenses and
$500.00 from Unallocated Funds
  - Majority of money goes towards event planning (food, supplies,
    posters, resources)
  - $100.00 goes towards printing costs to spread awareness/advocating
    for certain mental health causes
  - Academic Committee already has $1,500.00 allocated to it, $500.00
    will go to the Mental Health Advocacy Committee and the remaining
    $1,000.00 will go to the Mentorship Ad-hoc Committee
- Ronan: $1,000.00 doesn’t seem out of the ballpark for a committee this size,
  so I am fine with the reallocating $500.00 from unallocated funds
- Ryan: Unallocated funds are $19,000.00, but due to RXN ticket revenues being
  lower than expected, it would be closer to around $5,000.00 - 10,000.00

2. Committee Engagement Committee – Cathy Jiang, VP External

- Just a reallocation from the existing Public Relations Committee under the
  Communications portfolio
  - As long as it is a simple reallocation on the budget then there
    shouldn’t be any major problems
- Wendy: $300.00 for advertising and promotions – shouldn’t that be for
  marketing?
- It would be allocated from the Public Relations Committee back to the
  budget and then allocated to the Community Engagement Committee since
  we are disbanding a committee and creating a new one
- We should allocate $1,000.00 instead of the $1,500.00 requested
  - Allocate some of this to charitable donations and this budget
  - Ronan: Maybe change the allocations to $750.00, $150.00 for
    promotion, $100.00 for miscellaneous expense, or get Cathy to figure
    out after what the exact allocation would be
    ▪ Specify the categories in budget for what the miscellaneous
      expense could be for as it is quite vague
    ▪ Ronan: We are going to approve the committee for $1,000.00,
      but we would like to see a better breakdown of how the
      money is going to be spent, especially for “Miscellaneous
      Expenses”
    ▪ Wendy: I would personally be open to approving it right now
      since committees are on a tight timeline to start planning
      events and the term is almost over
3. Creative Ad-hoc Committee – Gurshabad Singhera, VP Student Life

- Gurshabad: Purpose of the committee is to allow students who want to showcase their talents to show them off
  o Want to plan our events for the first term since they had a late start and need money for that
  o Either $2,500.00 or $2,000.00 would be enough so that events won’t suffer due to budgeting issues
  o Maybe reallocation from other parts of the Student Life Committee
    ▪ Looked at it over the Summer and there wasn’t much room to move in terms of reallocating funds
    ▪ RXN budget was slashed by $6,000.00 this year, Social Committee usually uses up most of their budget for events
    ▪ Budget will go towards food/drinks, event supplies, security and special event permits (for 19+ events where alcohol is going to be served)
  o Want to have it go through Council earlier for approval so that the committee could start planning and having events

- Wendy: 2 major concerns:
  o $2,500.00 is a little too much for a new committee
  o Need to see a definitive budget break down of all the items for the events to be presented to council

- Wendy: Budget should’ve been presented with the approval of the committee before meeting with CAPC and Budget Committee

- Ronan: It has already gone through Council and has been approved already before CAPC and Budget Committee

- Arsh: Should make a timeline of events until April and figure out a budget for each of those events

- Ronan: Also concerned with the $2,500.00 being requested
  o Down to $4,500.00 in unallocated funds with the allocation to the Mental Health Advocacy Committee
  o More comfortable with $1,500.00 – it is a sizeable decrease, but if the Budget Committee sees if the Creative Ad-hoc Committee doing good work then we can approve an increase later in the year if needed

- Jacqueline: Also concerned about $2,500.00 being too much. $1,500.00 would be just fine.

4. Preliminary Annual Budget – to be formed by Budget Committee
- Ryan: Based on executive feedback/presentations on the expenses they incurred during the year and discussion by the Budget Committee to see if it is feasible/reasonable for the next year
- Budget for next year are presented to Council once budget figures are finalized either at AGM or the meeting before for approval

V. Motions

Moved by Wendy, Seconded by Ronan.
“BE IT RESOLVED THAT on the recommendation of the Budget Committee, that Council approves and allocates $1,000.00 to the Mental Health Advocacy Committee.”

...MOTION PASSES UNANIMOUSLY

“BE IT RESOLVED THAT on the recommendation of the Budget Committee, that Council approves and allocates $1,500.00 to the Community Engagement Committee.”

Amendment:

Moved by Ronan, Seconded by Wendy.
“BE IT RESOLVED THAT on the recommendation of the Budget Committee, that Council approves and allocates $1,000.00 to the Community Engagement Committee.”

...MOTION PASSES UNANIMOUSLY

“BE IT RESOLVED THAT on the recommendation of the Budget Committee, that Council approves and allocates $2,500.00 to the Creative Ad-hoc Committee.”

Amendment:

Moved by Ronan, Seconded by Wendy.
“BE IT RESOLVED THAT on the recommendation of the Budget Committee, that Council approves and allocates $1,500.00 to the Creative Ad-hoc Committee.”

...MOTION PASSES UNANIMOUSLY
VI. Adjournment

Seeing that the Budget Committee has lost quorum at 1:56 PM, the meeting was adjourned.

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Ryan Lou
VP Finance