



**Board of Directors  
Meeting Minutes  
Thursday, September 26th, 2013, 6:00 PM  
Location: OPIRG**

**BM2013/09/26**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>1</b>	<b>Call to Order</b> 6:01pm	Chris Rudnicki
<b>2</b>	<b>Chair's Business</b>	Chris Rudnicki
<b>3</b>	<b>Approval of Agenda</b>  Approved	
<b>4</b>	<b>Approval of Minutes</b>  August 22, 2013 - Approved	
<b>5</b>	<b>Student Groups Presentations</b>	
<b>5.1</b>	<b>Young African Union</b>  New Club, second year running. Is planning a huge cultural event including musicians, drama, fashion.  Would like to include performers from all backgrounds to celebrate diversity. Club has 8 executives on their board.  Asking for financial backing: Need prizes for raffle/draw for people to attend. Low admission - \$8  Prizes to include a TV and gift cards. They will be renting out Iona College in order to bring cultural food. Cost: \$700 dollars for food .  Wants to reach out to students who have travelled from abroad and are new to Canada.  Dejong: What's the total cost of the event?  Mujurv :\$751  El-Dika: This is a ratified club?  Mujurv: Yes  El-Dika: How exactly will the funds be used?  Mujurv : Food, room booking and gifts. If they spend money on larger gifts like TV's or a printer.	Mujurv Mugisho Jean Claude



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El-Dika: Where will the funds from admission go?

Mujurv: A fundraiser to get them out of deficit, since they have fronted their own personal money for previous events.

Would also like to put aside savings for future events.

Bolbol: Did you receive funding from the UWSA last year?

Mujurv: No

El-Dika: Have you approached any other societies for funding?

Mujurv: No

El-Dika: Have you started advertising?

Mujurv: Yes, hopefully by the end of the week, flyers will be out.

El-Dika: How many people do you anticipate?

Mujurv: 10 people performing, fashion about 15 people participating during the events. 100 people in attendance total.

Crawford: Recommends printing be done at the UWSA office to help out event costs.

## **5.2 Muslim Student's Association**

Reeva

Asking for funding from last semester.

MSA - Represents Islam on campus and promote friendly relations.

Their last count of members was 232 and is increasing.

Group's main event - Islam awareness week.

Last year 50 volunteers participated.



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The event includes booking the CAW commons with displays creating a presence to answer questions. Interactive booths, Henna and Art displayed

Booked Ambassador Auditorium for guests speakers.

The group focuses on promoting a positive understanding.

Costs \$3,500-3,700

Info material displays, décor baked goods, special guest speakers, misc (t-shirts, mugs, key chains, pens)

The money given by the board was never put into the account and would like to address that.

Money goes towards Ramadan, dinners provided to students living on campus that cannot travel home.

Crawford: \$1753 previously approved

Reeva: Yes

Bolbol: Agreed that these funds were previously approved

Ogunbade: Why did the costs change with your guest speakers?

Reeva: It was a very high profile speaker in attendance and there were 2 additional guest speakers.

El-Dika: What happened to the minutes?

S.Akbar: In the process of obtaining them.

Dejong: Is that amount included from money spent from last year.

Reeva: No

Hussein: Are you asking for money from last year and again this year?

Reeva: No, just from last year.

El-Dika: Would it come from Central Admin? Did the UWSA



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receive a surplus?

Nicole: There was no debit ever made and no money ever given. There is no surplus.

Tabled

El-Dika

Bolbol

Approved

**5.3 Nigerian Student's Association**

Eva

Student groups helps Nigerian students deal with culture shock and get settled in for school since they are away from home.

150 people have previously attended event. Expecting 200 people.

Volunteers complained they had to pay their own admission to make the show a success. The event will have a Broadway show during the event. Their show last year did receive funding.

Budget includes:

Catering, Rental equipment, photography, performers, printing of flyers and tickets, videography, costumes, décor, misc.

Total budget \$3,825

Event did not break even with their event until after their event had already taken place.

Sponsors include: Pizza Plus, JP African Store

Selling tickets for \$20 and expecting 200?

Eva: 200 people – 50 not paying because they are volunteers.

Ogunbade: Estimate 120 people at \$20, you are asking for



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\$2000. If you could your use money from.

Eva: In previous situations cheque req's were not approved, so they lost out on money for supplies that ended up paying for themselves. If the budget goes over, does not want to it to come out of their own pocket. The event may not necessarily reach budget.

El-Dika: Date?

Eva: October 12<sup>th</sup>

El-Dika: Have you done any fundraising?

Eva: Made \$50 through the church fundraiser and gave away 20% of that back to the church

Has approached Opus. Approached and was denied from the bank. OPUS bought tickets for their event. Fundraisers have not worked with their students.

El-Dika: Have you approached other societies?

Eva: No

El-Dika: How long have you been planning?

Eva: Since the beginning of the school year.

Bolbol: Did you receive funding a few months ago.

Eva: Approved \$300 for BBQ that semester

Hussein: Right now it may seem like a lot of money, but it May Board ended up giving away large amounts to spend the budget. Budget more accordingly for events.

Dejong: How much do we have left in club funding?

Shahid: Unsure. What is being catered?

Eva: Cultural food, Yam, meaty soups. Nigerian caterer that is doing it at a discounted price.

**BIRT** the UWSA allocates \$1000 from special events (93900-300-80) to the Nigerian Students Association for



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their event.

Eva

3/2/0

**6 Presentations**

**6.1 Auditor's Report**

Tara

Overall the Pub brought in approx.. \$70,000 from the Avicii concert

\$1,170 Profit

The pub has lost \$1,142,000.00

Statements are going on a non-concerned basis.

The organization is in compliance.

Previous executive made the decision, not to re-audit the forms with the changes made and feels confident in that decision saving the UWSA money.

4.5 million dollar student fee revenue. Increase from last year.

Funds spent went towards a new outdoor seating space, and renovations on the new restaurant.

Operating did make profit.

Lance, CAW centre are in loss.

Lance is in deficit of \$30,000. Owing from operations.

1.2 million in liabilities. Mainly from being the banker for clubs and society money that you are holding from them.

The audit included testing including payroll files.

Minutes not regularly take and they need to be provided.

There are clubs and societies currently in overdraft



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position. They need to be closely monitored.

VISA and expense reports are carefully scrutinized.

El-Dika: Go in detail about the overdraft of the clubs and societies.

They overspent near the end of the year and now are owing monies on their account.

Bolbol: How did the Pub spend money?

Tara: It included severance, manager's salary for the special event he was hired for.

**BIRT the board approve the audited financial statements for the year ended April 30, 2013 dated today's date, September 26, 2013.**

Tabled

**6.2 The Lance Deficit**

Rob Crawford & Jon Liedtke

Crawford: Would like to honour the agreement with the Lance. Previous decisions made by April broke the first agreement. Would like to uphold that agreement.

Jon: Lost the second half of their space since the bookstore took over half of the office space. That agreement was broken in 2010 and 2011.

Crawford: UWSA broke the agreement and would like to rectify the situation. Dr. Wildeman has agreed to pay half of the Lance's deficit. 202 is the first time it operated in a deficit since the UWSA took over it. The Lance has offered in kind advertising if the deficit is covered.

3 different options for the board to consider:

One full payment

2 year payment period

3 year payment period.



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There is a surplus in advertising and it could be allocated towards the deficit. Or perhaps take it from the Oops fund.

Previous amounts spent on The Lance include \$5,825 for ads in 2011. No time constraints for the advertisement amounts.

The motion would have to be amended to the amounts that the board sees fit.

Jon: The point of this is remedying the relationship. The amount of negative attention received by The Lance, the UWSA and the university as a whole can't happen.

Lance did fall into deficit. Reason being their national advertising company went bankrupt. 80% amount owed. (\$10,000). Auditing only went to April so it conflicts with the report given earlier. The deficit amount has decreased.

In 2 months \$25,000 in advertisement has been made. That's 1/3 of projected revenue for a full year for The Lance. Lance receives the lowest student levy in the country. CJAMS levy is double. The Lance has 9 staff and CJAM has 2 and half staff and their levy is double.

Request to accept the 2 year payment plan. That would be 2 years of not paying for advertisements in kind trade. You wouldn't have to purchase advertising.

Dejong: In favour of the motion. Would like to see an amendment that the advertising be decided by the Board so that they have discretion on how the advertising allotment is used. It could be allotted toward club events.

Crawford: Does this mean that the UWSA needs to approach the board to use advertisements?

Dejong: The board can allocate portions of the advertising budget. The clubs coordinator could then allot a portion for advertising for their purposes, etc.

El-Dika





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Hussein

**Amendment:**

Whereas the UWSA's original agreement with the Lance is to provide financial and other services to the Lance on a without cost basis; and

Whereas this agreement allows the Lance complete and unfettered content freedom; and

Whereas the 2012/2013 BOD's decision to cease print operations broke this agreement; and

Whereas lack of proper financial oversight in the past by the UWSA has led the Lance's current financial situation; therefore

BIRT the UWSA absorb the current Lance deficit over a fixed period of time;

BIFRT this be contingent upon in-kind advertising in return for absorbing this deficit, **and this advertising be decided by the board of directors;**

BIFRT this be contingent upon the University absorbing the other half of the deficit.

El-Dika: Do we have a letter of intent from Wildeman?

Crawford: Has it in email form.

Hussein: Would the advertisement be in print or online?

Jon: Everything is open.

El-Dika: Why are you pushing the 2 year plan?

Crawford: If the Lance is doing better next year. It's just safer bet. Reassess the deficit next year.

Jon: You could pay it all back in the first year, but if you have the option to space things out and there is no penalty, it makes more sense.



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El-Dika: How would you see things changing if it were 4 years?

Jon: 2014-2015 could start affecting them financially. Already cut the amount of issues being printed and the amount of pages on certain issues.

Crawford: The Lance would like to move towards independence and this could impede it. Create too long of dependence on the UWSA.

Jon: Hinders the ability to move towards creating good content for students.

Hussein: not necessary for it to state in the motion that the UWSA broke the agreement with The Lance.

Chair: Requests that The Lance leave the room for the board to deliberate.

Dejong: In favour, only if the university also pays the other half. If they do not pay, then the UWSA does not have to pay the other half. It will only cost \$2000 more than what they would spend on advertising. A three year period may be easier, that's \$800 less than you will be spending on advertising this year, so it is actually creating a savings.

Akbar: Concerned that if The Lance is better in financial shape in the next year or two the board should be able to decide not to pay off the deficit.

Hussein: I'm not sure it would the smartest thing to include in the motion that they broke an agreement with The Lance.

Crawford: If the deficit was reduced. The board wouldn't have to pay that amount. If there is no longer a deficit, the board won't have to pay.

Does not see anything wrong with admitting the UWSA messed up. Needs to be accountable to members.

Dejong: Issue year after year could mess with the university agreement. The university is willing to pay for



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half of the deficit and if we do not pay the other half, it could be breaking a second agreement.

S.Akbar: Agree with Hussein. It needs to be done separately, if they need to do it. Makes the board look pressured to approve the motion. It pressure the board to vote a certain way. We should be transparent if we have broken an agreement but it shouldn't be in the motion.

El-Dika: Does not make it look guilty. No personal investment in The Lance. Guilt is not an issue, if it did go to legal litigation, it is already proven.

Crawford: Wildeman did not have concerns with the 3 options and can have it documented.

Akbar: The UWSA did not interfere with the editorial content of the Lance. Believes it's debatable. There's two sides to it. Would not like to include those whereas clauses. Just do a good thing for The Lance without the clauses.

Shahid: How did the UWSA break an agreement?

Crawford: Board ordered them to cease operations.

Shahid: There is no number for the amount of space, does not see how that agreement was broken. There is still space available to the Lance.

Hussein: UWSA didn't break the agreement because they have the Lance oversight Board. They have a board with the power to do these things. Last year the UWSA board became The Lance Oversight Board. They used that authority to do these actions.

It's hard to take back that statement. The board does not have the knowledge or the ability to decide if they did something wrong. Leave that section out. It does not change the goal or the intentions of what's going on.

**Amendment**

BIRT the UWSA absorb the current Lance deficit over a



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fixed period of time;

BIFRT this be contingent upon in-kind advertising in return for absorbing this deficit, and this advertising be decided by the board of directors;

BIFRT this be contingent upon the University absorbing the other half of the deficit.

Crawford: Believes Hussein's point is fair. Is against the motion, wants to come out and be honest with members. Believes it to be honest and will be well received.

Dejong: Against the amendment, would like to keep the first clause.

**Amendment**

Whereas the UWSA's original agreement with the Lance is to provide financial and other services to the Lance on a without cost basis; and

Whereas this agreement allows the Lance complete and unfettered content freedom; and

Whereas the 2012/2013 BOD's decided to cease print operations; and

Whereas lack of proper financial oversight in the past by the UWSA has led the Lance's current financial situation; therefore

BIRT the UWSA absorb the current Lance deficit over a fixed period of time;

BIFRT this be contingent upon in-kind advertising in return for absorbing this deficit, and this advertising be decided by the board of directors;

BIFRT this be contingent upon the University absorbing the other half of the deficit.

Shahid: Have been previously threatened to be sued, this could provide documentation. Would not suggest to go



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ahead with the motion.

Dejong: It explains why we gave the money. What specifically makes this bad?

Shahid: The order to cease printing operations could be viewed as a good thing instead of laying off everyone. They needed to figure out how to handle the deficit. The media portrayed the UWSA negatively even though this was wrong. The Lance printing created negative publicity for the UWSA. Does not want a free reason for The Lance to use it against them.

**Amendment**

Whereas lack of proper financial oversight in the past by the UWSA has led the Lance's current financial situation; therefore

BIRT the UWSA absorb the current Lance deficit over a fixed period of time;

BIFRT this be contingent upon in-kind advertising in return for absorbing this deficit, and this advertising be decided by the board of directors;

BIFRT this be contingent upon the University absorbing the other half of the deficit.

S.Akbar: Agrees to leave the whereas clauses out. This Board and Executive were not there. How can we agree to those items, that are conflicting with the presentation the board just heard.

**Amendment**

BIRT the UWSA absorb the current Lance deficit over a fixed period of time;

BIFRT this be contingent upon in-kind advertising in return for absorbing this deficit, and this advertising be decided by the board of directors;

BIFRT this be contingent upon the University absorbing the



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other half of the deficit.

Crawford: Against the amendment. In favour of amendment that gets rid of the last whereas clause and keep the first three.

Kyra: To keep the story out of media, putting a motion forward with just money and no explanation would create an issue.

Hussein: This would not do that. The board wants to keep The Lance in good financially standing so we're going to give them money and amend the bad relationship.

Dejong: Against the amendment of eliminating all the whereas clauses. The point of a whereas clause is to explain the motion. So that when people look at the minutes, they have an understanding of why those decisions were made.

Shahid: In favour. Oversight board could not communicate with Erik Pigeon with financial issues because their meetings conflicted with UWSA meetings. Once the UWSA took over in the new year, that's when the UWSA discovered they were in deficit.

El-Dika: Against the amendment. Should only strike the third clause . Number of factors that put them in a poor financial situation. Provide transparency and create accountability to show members.

Akbar: In Favour, to just remove all the whereas clauses. All of the discussion will be recorded in the minutes. Agrees that the last two whereas clauses are not needed. Let's just get rid of the all the whereas clauses. Everything that was said will be recorded.

Hussein: For the amendment. Wants to be transparent. Does not want anyone to be liable for decisions and amendments. Is for the amendment. Is actually against the amendment. If they include everything then as long as they sign agreement that they can never sue us for anything in the future. That way they are not responsible for it in the



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future and not held liable.

Ogunbade: Are we scared that we will be held responsible for the words written here? As far as I'm concerned there are minutes that are recorded. We should just leave everything in the minutes, does not believe they will be sued. Against the amendment, would rather keep the clauses.

S.Akbar: For the amendment. No authority to state those things as fact since nobody present was there last year. The board need to keep the legal and financial statements in order. When you approve something you're saying yes this is what happened. We don't have the authority whether to say it's correct or not.

El-Dika: The first two whereas clauses are fact. We didn't have to be there. Third and fourth can be changed because the financial problems were coming from various reasons.

**0/4/1**

**Failed**

**Amendment**

Whereas the UWSA's original agreement with the Lance is to provide financial and other services to the Lance on a without cost basis; and

Whereas this agreement allows the Lance complete and unfettered content freedom; and

Whereas lack of proper financial oversight in the past has led to the Lance's current financial situation; therefore

BIRT the UWSA absorb the current Lance deficit over a three year period with payments fixed at a yearly maximum of \$5,088.95;

BIFRT this be contingent upon in-kind advertising in return for absorbing this deficit and advertising be decided by the Board of Directors;



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BIFRT this be contingent upon the University absorbing the other half of the deficit.

BIFRT the Board of Directors annually Review the Lance's financial situation to reassess the amount owing.

Dejong: Guaranteeing us advertising as it does not change the books of the UWSA.

Shahid: Does that mean we don't have to match the university?

Chair: Yes

El-Dika: Was your suggestion for allocating the advertising amount addressed?

Dejong: Yes

S.Akbar: In this budget we wouldn't be spending the \$5000? Or would we still be out the \$5000?

Crawford: We will be spending the \$5000 still.

**Passed**

**6.3 CJAM**

Mohammad Akbar

A strong music station across genres and cultures and well represents the community. A weak news station, there hasn't been funding for that position.

Last year received funding for news director. \$20,000 grant. Zoran Kljajic.

He's made CJAM the most respected news source on campus. Valuable position. Increase of student levy, has not been done since the 1980's.

Short term problem in terms of keeping them on. Is hoping that the Board sees the value.

He was working on bare bones \$6000 into the summer. Will be looking at other positions.





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Able to extend about his contract about 6 weeks. Corporate ad was able to pay for that.

Budgeting \$32,000 more in bank. Staff have made more than \$10,000 in concessions. Fundraising hard to get power increase. Working to advertise and put less pressure on the student body.

Will be approaching other organizations for funding.

Campus has benefited from having a news department

Ogunbande: How long do you expect to keep the news director.

Smith: Would like to keep him permanently. Someone with his experience will be very hard to replace. Will be working very hard to obtain funding. Would like to reconsider the student levy.

El-Dika: How long will this funding get him?

Smith: 6 weeks

El-Dika: Do you believe you will get enough funding until the end of the summer?

Smith: Yes. \$49,000 expense approaching. Other sources on campus and the community. Has never previously accepted Corporate funding but did with accepting corporate ad.

John: Appreciates the multiple sources of news in campus.

Bolbol: Where will the funding come from?

Shahid: Special events

5 minute recess until 7:30pm

**6.4 International Students Festival Bus**

**Mohammad Akbar**

Winse -Coordinator from VISA

The festival will be free, it's just the cost of the bus.

They will be providing water and snacks for up to 50



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students.

Asking for \$400.

**6.5 Coordinator Wish Lists**

Shahid Shahid

Curtis – Cubs Coordinator

Oversees all events on campus. Helps work out details for events. Looking to upgrade software for clubs to make bookings. Clubs need to permission on campus to make sure they are ratified. (Went over procedure for current on campus event forms)

Problem with current system. 250 events last year. Would like to go to a new system, it was previously free management system.

Currently set up so groups see bookings. Allows clubs to see each other's events. It is embedded in the UWSA events calendar. Much less working than manual entry that was previously used.

Needed this support for some time in terms administration. Supposed to work 20 hours a day. Works closer to 40-50 because of processing paperwork.

This cost will be about \$1,100. October 1<sup>st</sup> there will be a free trial run to try out the software.

If we continue to underfund clubs, there will be a breakdown. There was once 3 coordinators in one year because the workload is intense. Student groups create a lot events for student life as compared to the UWSA.

Hussein: Long overdue. Experienced the process and going from office to office for 5 days with paperwork. There is no centralized system.

Crawford: How many hours a week would you say you work?

Chris: Tries to limit it to 40 a week.



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El-Dika: Would you be able to bring a presentation in when the trial happens and gives us feedback?

Chris: Yes. Want to move away Google docs there is no technical support.

Ogunbande: Are we going to maintain the software ourselves?

Chris: Yes.

**7 Posted Motions**

**7.1** BIRT the BOD approves the updated Board Proxy Form. Shaista Akbar

Withdrawn

**7.2** BIRT the UWSA allocates \$700 from special events (93900-300-80) funds to the Young African Union (34261) club for their October 4<sup>th</sup> event.

BIFRT the UWSA gets formal recognition.

**Passed**

**7.3** BIRT the MSA receives the promised funds of \$1750 as promised from the 2012-2013 BD from Central Admin line 71500-100.

**Tabled**

**7.5** BIRT the UWSA purchase a digital voice recorder in the amount of \$130+tax. Shaista Akbar

S.Akbar: 16GB device to record minutes for meetings.

El-Dika: How much audio does that provide?

S.Akbar: About an hour was over 1GB. 16 GB would be adequate and could afford amount. Space for more than one meeting.

Dejong: Comment and concern, can't someone put it on a laptop.



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S.Akbar: Voice quality is not so good.

Shahid: In favour. Opus uses these minutes. Can help with discrepancy.

Kathryn : Supports the motion. Currently uses a recorder to insure minutes are accurate.

Dejong: Would one recorder work for the full room?

Akbar: Could try out one for now. Trying to find a room that will allow for good recordings.

Dejong: In favour of the motion. Smart to record

Crawford: In favour, and this is a high quality device.

Hussein: Return policy?

S.Akbar: 60 days

El-Dika: Warranty?

Bolbol: This specific device

**Amendment**

BIRT the UWSA purchase a digital voice recorder in the amount of \$130+tax and extended warranty from Computer Hardware.

**Approved**

- 7.7 BIRT the UWSA fund \$400 from 93900-00-80 for a bus for the International Students Festival in Toronto on Sept. 28<sup>th</sup>. Mohammad Akbar

**Approved**

- 7.8 BIRT the UWSA donate \$1200 to CJAM. Mohammad Akbar

BIFRT that VP of Finance be empowered to find the appropriate line item from which the funds are to be allocated.

Ogunbande: Declared conflict of interest



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Abstention from Ogunbande

**8 New Business**

**9 Question Period**

Akbar: Womyn's Centre need blinds for confidentiality.

El-Dika: Can we have all the financials from the concert for the next board meeting.

Dejong: An updated amount of financials for Board need to be brought to every meeting.

**10 Adjournment**

Dejong

Crawford

9:09pm