

ANNUAL GENERAL MEETING AGENDA

UBC Students' Union, Okanagan Local 12 British Columbia Federation of Students
Regular Board Meeting, Nov 20, 2018 – UNC106 THEATRE

6:00pm – CALL TO ORDER

1. ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It's important that we understand that we are very privileged to be living, working, and learning in these territories that are not our own.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

18/11/20.01 MOTION

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Be it resolved that _____ be approved as Chair for the meeting.

18/11/20.02 MOTION

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Be it resolved that the agenda be adopted.

3. ADOPTION OF MINUTES FROM PREVIOUS ANNUAL GENERAL MEETING

18/11/20.03 MOTION

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Be it resolved that minutes of the AGM held Jan 30, 2018 be adopted.

4. ANNUAL AUDIT REPORT, PREPARED BY KH KELOWNA CHARTERED PROFESSIONAL ACCOUNTANTS

Presented by: An-Noura Compaore
Lori Stevenson

UBCSUO VP Finance & Operations
UBCSUO General Manager

18/11/20.04 MOTION

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Be it resolved that the Audit report for the 2017/2018 year be accepted.

5. APPOINTMENT OF AUDITORS

18/11/20.05 MOTION

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Be it resolved that Tompkins Wozny be appointed as auditors for the 2018/2019 year.

6. ADOPTION OF NEW CONSTITUTION AND BYLAWS

18/11/20.06 MOTION

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Be it resolved, as special resolution, that the revised constitution and bylaws in the form presented to the members of the Society and attached hereto as Schedules A and B, respectively, are hereby approved and enacted to replace the existing constitution and bylaws, effective as of the date of the Transition.

7. BUDGET 2018/2019

Presented by: An-Noura Compaore

UBCSUO VP Finance & Operations

8. EXECUTIVE REPORT

Presented by Amal Alhuwayshil

UBCSUO President

9. QUESTION PERIOD

10. ADJOURNMENT



**University of British Columbia Students' Union Okanagan (UBCSUO)
Annual General Meeting (AGM) 2017**

**The Annual General Meeting is held annually by your Student Union is a matter of procedure to keep compliant with the Societies Act and the University Act by accepting the Auditor's Report and the Executive Report of the previous year.
It is a meeting of strictly business and procedure.**

**Tuesday, January 30, 2018 at 4.00 pm
UNC Theatre 106 - University Centre Building**

Minutes

The Annual General Meeting 2017 of UBCSUO was held on Tuesday, 30 January 2018 after applying for, and being granted an extension in accordance with Section 71(3) of the Societies Act. The requirements for this extension were the AGM must be held prior to 31 March 2018 and the Annual Report filed by 30 April 2018.

The meeting was called to order at 4.31 pm as the meeting was unable to meet quorum (50 members) 30 minutes from the designated start time of the meeting. As there were no Bylaw changes the meeting commenced with 22 students present.

Adoption of Agenda

1.1 Recognition of Okanagan Peoples' Territory

1.2 Approval of the Agenda

BIRT: The Agenda for the 2017 UBCSUO AGM be approved as presented.

VP External (Amal Alhuwayshil) moved to amend the Agenda to recognize Trophy Ewila as the Meeting Chair (Moved by #88, seconded by #91 - Vote: Approved)

Moved By: # 100

Seconded By: # 92

Vote: Unanimous

1.3 Ratification of Trophy Ewila as Meeting Chair

Moved By: #92

Seconded By: #88

Vote: Unanimous



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1.4 Approval of the Minutes from the AGM of 2016

Kemp Harvey Hunt Ward requested a change to the 2016 AGM Minutes under 1.5 - this should read “**BIRT:** The Auditors report prepared by Kemp Harvey Hunt Ward be accepted.”

Also, the following needs to be changed to read “**BIRT:** UBCSUO confirm Kemp Harvey Hunt Ward continue as the auditors to UBCSUO for the 2016/17 year.”

Moved By: #25

Seconded By: #2

Vote: Unanimous

1.5 Annual Audit Report Prepared by Barb Sutton, Kemp Harvey Hunt Ward

This is an Audit Report prepared by an external accountant firm of last year's numbers and the book keeping practices for the 2016/2017 year.

Presented by: Romil Jain UBCSUO Vice President, Finance & Operations

Point of Information: Jain was not VP Finance & Operations for the duration of the financial decisions in this report.

Jain proceeded to read all the figures from the past year in the report, with the intention of being thorough.

Question: What did the revenue from ‘Misc.’ involve? Jain invited the member to the office the next day where he would provide an answer. A comment was made these were commissions from PST and GST.

An additional member joined at 4:43 pm - 23 members present.



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Question: What does Advertising and Promotion entail? Jain asked Kemp Harvey Hunt Ward check on answer.

Answer: Items like T shirts, water bottles, etc.

Question: With regard to Bursaries. Ewila: This had been given to Admissions and Awards Department. Alhuwayshil: Also, to the emergency fund for students facing financial hardships who did not qualify for other financial aid.

Question: Is this Audit Statement for the year that ended in May 2017?

Answer: Jain confirmed it was.

With regard to the line item for Executives the following questions were posed.

Question: What are Student Association grants for VP Finance? Why overspend?

Answer: Jain this was decided by my predecessor, for exact amounts, afterwards some costs were brought on board when it was too late. Basically, Clubs were not getting reimbursements in a timely manner.

Question: Where did the Presidents' fund go?

Answer: Ewila replied, sponsorship funds that Blake Edwards (former President) saw fit (student groups/rentals/etc.)

Question: What were the initiatives the VP External carried out?

Answer: Alhuwayshil confirmed she had ran two campaigns, 'Our Bodies Our Choice', and housing "thing".

An additional member joined at 4:53 pm - 24 members present.

Question: What processes are in place to make Executives accountable for their line items? How are these finances kept in track? Morgan (Student Senate Caucus Representative) quoted Finance Regulation Part 3, 20-22.



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2 members left at 4:50 pm - 22 members present.

Question: Is there a plan to keep track of hours worked?

Answer: Jain replied there was not a plan.

Question: How are you held accountable for hours worked?

Answer: Okuku (VP Internal) - It is hard to track hours worked, because of going to events, answering emails, talking to students on your way to class. Jain - lot of different things that you're working on. As long as you're fulfilling your duties, the honoraria is a 'token of appreciation'. You can work more or less than the 25 hours, as long as you're getting your job done. Alhuwayshil - it used to be the Executives would report to Board of Directors to get a certain percentage of their honoraria approved. That procedure is no longer in place. Jain - there are plans to put this practice back in place and become more transparent to students.

A member left at 5:01 pm - 21 members present.

Question: How does this work over the summer for people who are not in Kelowna?

Answer: Okuku - I was not here, but I dealt with a couple of grade appeals. Alhuwayshil - we broke two Bylaws (it was not confirmed which Bylaws were being referred to).

Presentation concluded at 5:05 pm with no further questions.

2 students left at 5:05 pm - 19 members remaining.

BIRT: The Audit Report for the 2016/2017 year be accepted.

Moved By: #91

Seconded By: #99

Vote: Unanimous



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BIRT: UBCSUO confirm Kemp Harvey Hunt Ward continue as the Auditors to UBCSUO for the 2017/18 year.

Alhuwayshil spoke against the motion:

Practise should be to change Auditors every 3 years, however there has not been sufficient preparation for this AGM. Jain - this Board will actively look into getting an Auditor change for the next year, but I do not want to rush into anything (already have a quote for this year). It is Important we do change the Auditors in the near future, but not right now.

Okuku: I agree with Jain - while it is good practise to get a new Auditing firm, it not not be a rushed choice, we need lots of quotes (3). I want this motion to go forward and to have a new firm take over for next year, planned properly. Alhuwayshil stated the membership has displayed dissatisfaction with current auditors, this had come up in debates. Jain - I understand there is a need, and it is my duty, we need to review more people. We should pass this motion. This Board's duty is to find three quotes and present them to the next Board.

A student left at 5:08 pm - 18 members remaining.

Okuku spoke directly to Alhuwayshil - what would the best solution be? Alhuwayshil stated she was just voicing her opposition.

Question: Why was this not dealt with last year? They expressed their disappointment

Answer: Jain - deferred the question to Michael Gault (Faculty Representative - Arts) who stated the Board had been busy and they were waiting for the outcome of the MNP governance review to see their position. Okuku - Agreed it had been irresponsible for this Board to not have completed this during this year. Ewila - spoke regarding Kemp Harvey Hunt Ward confirming they are professional Auditors who are credible (not like they're doing a bad job). The good thing is getting a fresh set of eyes on the finances. Jain - having no General Manager severely impacted the financial side of things, as many of these things historically crossed his desk.



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Friendly amendment as the agenda displayed by the VP Finance & Operations on the projection screen was an old version of the agenda, and it stated for the '2018/19' year, rather than the correct '2017/18' year. This copy of the agenda was correct.

Moved By: #25

Seconded By: #2

Vote: Yes - 14: No - 4

Carried

1.6 Budget 2017/2018

Presented By: Romil Jain

UBCSUO Vice President, Finance & Operations

Jain asked it be noted he did not prepare this budget, but the Board of Directors had approved it.

2 members left at 5:20 pm - 16 members remaining.

Point of Interest: Alhuwayshil do the past three years of the budget not have to be put on this budget presentation?

Jain confirmed this was not a requirement.

Jain presented every line item to the members.

Question: Who prepared this budget?

Jain - The previous VP finance, Daman Baul.

Question: Where do initiatives like the 'free juice project' and the student appreciation gala come from?

Answer: Okuku - they come from my line item. Note that Frosh and Recess are in 'expenses' because we are projected/expecting to lose money.



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Question: Have Frosh/Recess ever made money?

Answer: Jain - no, they never have. We subsidize the tickets for students.

Question: As you have no General Manager, what's happening to the money budgeted to their salary?

Answer: Jain - there will be an amendment to move more funding to Clubs and students to facilitate more events on campus. All of the money from the amendments will go to students.

Question: Where will the rest of the money go for the remainder of the salary left for this year?

Answer: There was no confirmation of this given.

Question: The telephone/cell phone line item, what does that entail?

Answer: Jain - That is a combination of cell phones and all landlines in the SUO businesses.

Question: Who has cell phones?

Answer: Ewila - The General Manager. Executives can get a phone provided by UBCSUO or they can opt to have their phone bill paid to a maximum reimbursement of \$100 per month. Ewila, Azzam, and Jain have a cell phone under the ownership of UBCSUO. There is a General Manager phone in existence but this is not currently in use.

1.7 Executive Report

Presented By: Trophy Ewila UBCSUO President

A member left at 5:37 pm - 15 members remaining.

A member left at 5:45 pm - 14 members remaining.



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Unfortunately, the Executive Committee presented reports from their time in office and not the accomplishments of their predecessors as dictated by the Regulations of the AGM.

1.8 Question Period

None.

9) The Meeting Adjourned @ 6:05 pm

Moved By: #2

Seconded By: #91

Vote: Unanimous