

University of British Columbia Students' Union Okanagan (UBCSUO) Annual General Meeting (AGM) 2012

***** The AGM is held annually by your Student Union as a matter of procedure to keep compliant with the *Society 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.**

**Wednesday, November 21, 2012 at 2:00 pm
UNC Theatre 106 – University Centre Building**

Minutes

1.0 Call to Order

Meeting called to order at 2:19 pm

1.1 Recognition of Okanagan Peoples' Territory

1.2 Ratification of the Chair

BIRT Tori Palynchuk be approved as Chair of the 2012 UBCSUO AGM #11/#8
CARRIES

1.3 Approval of Agenda

BIRT the agenda for the 2012 UBCSUO AGM be approved as presented

1.4 Approval of Minutes for AGM held

No minutes from the last AGM could be located

1.5 Annual Audit prepared by Kemp Harvey Hunt Ward

*****Note:** This is an audit report prepared by an external accounting firm of last year's numbers and the book keeping practices for the 2011/2012 year.

Presentation: Curtis Tse, Financial Coordinator

1.5.1 BIRT the audit for the 2011/2012 year be accepted. #18/#25 CARRIES

- Summarized audit findings. Explained assets and liabilities

1.5.2 BIRT Kemp Harvey Hunt Ward be appointed as the Auditor for 2012/2013 financial year. #34/#1 CARRIES

1.6 Budget 2012/2013

*****Note:** This is a report of next (2012/2013) year's budget priorities.

- Jump in revenue fees, increase in students Health and Dental provider transferred to us to administer.
- Upass gets a chunk of money to operate
- Valley First and Koi Sushi pay rent to the S/U
- Question #10: Valley First projected down, why overlap of fiscal year to another. Tse, additional rent there and simply auditing.

- Question #18: Renovation of the Well, is that balanced and reflect inflation? Tse, Lines are simply sales and expenses, increase in food prices. Looked at last year and then budgeted for next year. Food costs are up. The Well is doing better year after year.
- Green Bean is separate from The Well and has had a significant drop.
- Catering is on track
- Question #21: Catering Manager the same as Green Bean Manager? Does the salary incorporate both? If they are put together, not sure what the performance of each business.
- Concession – more groceries, veggies and fruit. Going to see how the business performs, better decision as the business grows. More targeted to student essentials and groceries.
- Everything is clear and concise, separate wages for ex. The Book Store wages come out of the Used Bookstore.
- Question #50: there is increases enrollment and more revenue for the S/U. Decrease the membership fee? Students need to vote on increase or decrease. This will need to go to the board of directors.
- Question #11: Collect CFS dues, this does not appear on the financial statements? Tse, it is held in trust. Only our organization is reflected in the statements.
- Question #34: Webpage costs? Tse, website improvements before the audit is done. That explains the gap.
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Presentation: Curtis Tse, Financial Coordinator

1.6.1 BIRT the 2012/2013 Budget be adopted as presented. #55/12 CARRIES
29 voters in favor, 9 voters against and 3 voters abstained
#19, #10, #35 Abstained from the vote

1.7 Executive Reports 2011/2012

***Note: This is a report of last year's board's actions given by the new board of 2012/2013.

Sabrina Tikhomiroff, UBCSUO Internal Coordinator
Curtis Tse, UBCSUO Financial Coordinator
Sam Chang, UBCSUO External Coordinator
Nick Dodds, UBCSUO Services Coordinator

1.8 New Business

1.8.1 BIRT The following be recommended by the Board of Directors to the AGM: All forms of spelling of "Board of Directors" and "Students' Union" be amended to correct spelling in the Constitution and Bylaws. #11/#13 CARRIES

1.8.2. BIRT The following be recommended by the Board of Directors to the AGM: The Constitution and Bylaws be amended as presented:

Constitution

1. The name of the Union shall be the Students' Union of the University of British Columbia . Okanagan (UBCSUO)
2. The Students' Union exists to address the needs of current and future students through a democratically elected group of peers that serve on behalf of the collective student body.
3. The Union shall be carried on with no profit accruing to its members, and any operating surpluses shall be used to further the purpose of the Union. This clause is unalterable.

4. Upon the dissolution of the Union, any assets remaining after the satisfaction of its debts and liabilities shall be transferred to a Canadian organization or Canadian organizations promoting objective similar to those set out in Paragraph 2 herein, as may be decided by the members of the Union at the time of dissolution. This clause is unalterable.

By-Law II - Members

1. All students attending the University of British Columbia's Okanagan campus (UBCO) shall be members of the Students' Union. The members shall be divided into two classifications:

- a. Active members
- b. Associate members

2. An Active member of the union shall be:

- a) Any student enrolled in a degree program at UBCO;
- b) Any student who has been assessed by the Students' Union the appropriate membership fee for the current university semester;
- c) Any student registered in at least one credit course at UBCO, and is based at the University of British Columbia's Okanagan campus.

3. An Associate member shall be:

- a) Any student registered in at least one credit course at UBCO, but is based at a UBC campus other than UBCO.

4. All students remain members for the six-month period following the last semester in which they paid fees.

5. Membership in the Union shall cease:

- a) six months after a member fails to register in at least one credit course at the institution and
- b) a member is no longer a student in good standing of the institution.

By-Law V - Collective Responsibilities and Powers of the Executive

1. The Executive shall

- a. Meet at least twice per month

The remainder of the bylaw remains unchanged.

By-Law VIII

2. A recognized Rules of Order shall govern the proceedings of all official meetings of the Union in accordance with the Society's Act of British Columbia. The selected Rules or Order shall be approved each year in the Students' Council Standing Order

1.8.3. BIRT The following be recommended by the Board of Directors to the AGM: The following by-laws be approved as presented, to take effect May 1, 2013.

By-Law III - The Executive

1. The Executive shall consist of 5 elected members:

- a. President
- b. Vice-President Academic
- c. Vice-President External
- d. Vice-President Operations and Finance
- e. Vice-President Student Life

By-Law IV - Individual Responsibilities and Powers of the Executive

1. President

The roles and responsibilities of the President include, but are not limited to:

- a) act as the primary spokesperson for the Students' Union;
- b) coordinate the Executive Committee;
- c) ensure fulfillment of all Executive duties and the mandate of the Students' Union;
- d) chair all Board and Executive Committee meetings.

2. Vice President Academic

The Vice President Internal oversees all university academic issues. Additional roles include, but are not limited to:

- a) act as the official liaison with the institution;
- b) act as the official liaison with the Equity Office;
- c) work with the Ombudsperson to oversee all student grade appeals.

3. Vice President External

The Vice President External oversees all off-campus advocacy issues. Additional roles and responsibilities include, but are not limited to:

- a) act as the official liaison with all levels of government and the wider community;
- b) act as the official liaison with Kelowna Regional Transit;
- c) act as the official liaison with any external organizations of which the Students' Union holds membership.

4. Vice President Operations and Finance

Roles and responsibilities of the Vice President Operations and Finance include, but are not limited to:

- a) prepare the annual budget for adoption by the Board of Directors
- b) work with the General Manager in overseeing all revenue and expenses associated with all Students' Union businesses and services
- c) provide monthly updates of statement of accounts to the Board of Directors.

5. Vice President Student Life

The Vice President Student Life oversees all non-academic issues on campus. Additional responsibilities include, but are not limited to:

- a) coordinate all of the Union's student-life related events;
- b) act as the official liaison to the Union's Clubs and Course Unions;
- c) act as the official liaison with all campus resources;
- d) act as the official liaison with all campus media agencies about the operations; and

*Vote on Bylaw 3 and 4

In Favor 21

Against 13

Abstain 2

This does not carry

By-Law VI - The Board of Directors

1. The Board of Directors shall be the governing body of the Students' Union.

2. The Board of Directors shall consists of:

- a. President
- b. Vice-President Academic

- c. Vice-President External
- d. Vice-President Operations and Finance
- e. Vice-President Student Life
- f. Faculty of Applied Sciences Representative
- g. Faculty of Arts and Sciences Representative
- h. Faculty of Creative and Critical Studies Representative
- i. Faculty of Education Representative
- j. Faculty of Health and Social Development Representative
- k. Faculty of Management Representative
- l. Graduate Representative Representative
- m. Southern Medical Program Representative
- n. Directors-at-Large (3)

The remainder of the by-law remains unchanged.

1.8.4. BIRT The following be recommended by the Board of Directors to the AGM: By-Law VII be repealed as of May 1, 2013

1.8.5. BIRT The following be recommended by the Board of Directors to the AGM By-Law XII be repealed effective immediately.

18.8 BIRT The following Environmental Policies be adopted as presented.

1.9 Question Period

None

2.0 Adjournment
#9/#11 CARRIES