

EngSoc Board Meeting (W16) #3

March 21st, 2016

Chair: Kieran Broekhoven

Secretary: Akshay Joshi

Attendance:

Present and Voting: Diana Dickson, Patricia Duong, Hannah Gautreau,
Pallavi Hukerikar, Jack Shillinger, Alex Sterling, Adelle Vickery, Rachael Schachtler

Present: Abdullah Barakat, Mary Bland

1 Call to Order

- Quorum established – 8 of 10 voting members are present and voting

2 [D] Approval of Minutes

- *Motion:* To approve the minutes from the last board meeting dated February 21, 2016.
- *Mover:* Alex Sterling
- *Seconder:* Jack Schillinger
- *Motion to amend the minutes*
 - Add the actual date for January xx
 - *Motion is found to be friendly by the mover*
- Mover declined to speak to the motion.
- Seconder declined to speak to the motion.
- Motion called to question:
 - No oppositions
 - 1 abstention: Alex
 - The motion passes

3 []

4 [D] Approval of Agenda

- *Motion:* To approve the agenda for this board meeting.
- *Mover:* Jack Shillinger
- *Seconder:* Adelle Vickery
- *Motion to amend the agenda*
 - Replace 2015 with 2016

– *Motion is found to be friendly by the mover*

- Mover declined to speak to the motion.
- Secunder declined to speak to the motion.
- Motion called to question:
 - No oppositions
 - No abstention
 - The motion passes unanimously

5 [D] Excellent Choices for Improving stuFf

- Secunder: Alex Sterling

5.1 POETS Whiteboard

- Some people are allergic to chalk; chalk is also messier than a whiteboard
- Markers would be a general EngSoc expense; would come out of incidentals/general budget
- The chalkboard is currently held up by brackets
- We can look through the Plant Ops catalog to match the size of the whiteboard
- This need not be an ECIF expense, it is more of a general expense

5.2 Paper Towel Thing

- Plant Ops have to refill paper towels wherever there's a washroom or food is being served
- If we can't get paper towels from Plant Ops, they would fall under general expenses
- The dispenser could be a general expense, not necessarily ECIF

5.3 Computer for POETS

- The POETS computer was under repair between Fall and Winter terms
- The graphics card was replaced after this ECIF submission was received
- Not very many more years of life for the POETS computer, so this is a good candidate for ECIF spending
- *Approved*

5.4 Plaque for EngSoc Teaching Award

- There already exists a plaque for this in the CPH foyer.

5.5 HDMI to Thunderbolt Adapter

- To be used for board room meetings for Macbooks and other new laptops
- This is a general expense or executive discretionary expense

5.6 Camera

- Currently, we use FOC cameras, so having our own camera would be good
- Would be used for TSN, with a strong signout system
- Leaning towards option 1 given student use
- *Approved*

5.7 ridgidware sign

- Would be a stand up sign, similar to the EngSoc sign we have
- It would be in use until E7 is operational (approximately 2-3 years)
- We don't need Plant Ops approval for stand up signs whereas we do need approvals for anything mounted to the walls
- *Approved*

5.8 CnD Equipment

- Includes goodies like a Jamaican patty warmer
- *Approved*

5.9 Engineering Campus Garden

- A vertical gardening system to serve as a community garden
- To be (provisionally) between CPH and E2
- Still needs faculty approval as well as plant ops approval before asking for money

5.10 E7 CnD

- Will fund cash registers, microwaves, and other equipment
- *Approved for remainder of funds*
- *Motion with approved allocations called to question*
- No oppositions
- No abstentions
- Motion passes unanimously

6 [D] New Names for Noms

- Secunder: Jack Shillinger
- *Mover amends motion to add the name of the vendor*
- *Motion called to question as amended*
- No oppositions
- No abstentions
- Motion passes unanimously

7 [I] Actuals Update

- **Income:**
- ECIF is slightly higher than what it was
- Amount from B-soc that rolled over
- Novelties is on point, but slightly less than expected – we still have two weeks
- Ridgidware has been doing well – slightly less than what we expected, but we're short on inventory
- More yearbook sale revenue as well
- **Expenses:**
- nothing abnormal
- Ridgidware expenses are less than expected
- Ridgidware inventory is a little bit low, but we decided it wouldn't be a great idea to order now because it's the end of the fiscal year
- we have made a recent order that came in a few weeks ago
- directors have been sourcing things of the same quality but cheaper
- high inventory at the end of fiscal year makes life hard during audits
- **C&D income:**
- seen a drop in sales (not sure why)
- budget was made in comparison to last year's winter term
- we will adjust for this going forward
- **C&D expenses:**
- new soup station by the door
- we adjusted purchasing to account for the fact that we have a drop in sales

8 Society Updates

8.1 A-Society (Adelle Vickery)

- We've had progress on goals, but interactions with faculty have a slower turnaround than expected
- Still waiting on syllabus bank approval by the Dean
- Council brought up feedback that the speed of progress on the syllabus bank is slow, but there are only two more steps left
- JAGM remote attendance trial should be in place for JAGM 2016
- It is a trial because we don't want to change the documents twice
- Website: did Wordpress updates, security updates, Google single-sign-on, credentials rolled over
- Theme updates were out of necessity due to Wordpress update
- Real goal was to fix layout, but we focused on the backend infrastructure since we had someone who could do that
- Scholarship bank being worked on this week
- Societies agreement was due to be signed March 13th but we are waiting on lawyers and Feds board
- CRC is currently preparing changes to propose at JAGM
- Working with faculty on a student experience survey (as they need it to fulfill a goal in their 2011-2018 strategic plan)
- Career fair: success (240-260 people attended); 9 employers was fewer than the goal, but we had less space anyways
- In the fall, we want to work with the PEO and CECA for the career fair
- The university has an agreement to not support any career fair one month around Partners 4 Employment events but the faculty is supportive
- Jeff, Will and Adelle met with the PEO last week to partner for Career Fair
- Ongoing resume critiques going well – people like it based on a strawpoll. No hard metrics yet, but we will send out a survey
- Working on a co-op experience bank for the fall, as well as building a students-rate-employers mechanism into WaterlooWorks (working with CECA)
- The Square-in-CnD trial didn't go well – moved to Ridgidware with possible expansion to Novelties.
- Still planning on a new point of sale system for debit purchases

- So far, we see 2-4 credit cards per day
- Hardware workshops went well, and Ridgidware gained popularity
- New student deal with Baba chicken, and we've had a large number of sponsorships
- No new items in Novelties this term, but we sold out of a lot of things
- National Engineering Month went well
- Rube Goldberg couldn't run this term as we couldn't find a school or youth group to run it with
- Charity: \$1700 not including bottle drive, as well as an additional \$600 from Bus Push
- Didn't get a public tracking system done for the charity goals, but Ola recommends doing this in the fall.
- PEO board meeting happening today
- Two big interfaculty collaborations this term, as well as a Conestoga collaboration; we're fostering good relationships
- Advertising was an issue for VP Internal portfolio events – will be fixed in the Fall
- We're planning on a termly interfaculty event, at least

8.2 B-Society (Hannah Gautreau)

- Taking a step back term due to the new elections with the new positions
- Still working out kinks in the ERC plan. If it passes, we have to implement it right away
- Most of the term will be the transition to new executive positions
- There will be at least one by-election during the term
- We have a good communications team for this upcoming term – one initiative is to get an EngSoc Snapchat story
- We're working on a survey to determine student opinions on counseling services
- We're hosting ESSCO 2017's AGM – planning many outreach events around that
- Case competition for high school/upper-elementary students in development
- Moving Bus Push to the fall instead of the winter due to weather concerns
- Still working on getting an ATM in the engineering building

- Working on reducing the Exec-Commissioner feedback loop
- Working on a new budget template as well as collaborating with VP Education
- Working with Feds on the societies agreement

9 [D] Adjournment

- *Motion to adjourn*
- *Mover:* Alex Sterling
- *Secunder:* Adelle Vickery
- Motion called to question:
 - No oppositions
 - No abstentions
 - The motion passes unanimously