

UNIVERSITY OF WATERLOO ENGINEERING SOCIETY

Joint Annual General Meeting – Spring 2016

Date: June 26th, 2016

Location: CPH 3607

D = Decision (Will require a vote)

I = Information (No vote required)

Item	Mover/Presenter	Type
1.0 Call to Order		
2.0 Ratification of Speaker		
3.0 Approval of Agenda		
4.0 Approval of Minutes		
5.0 Receipt of Auditors Report (App. Ω)	Hannah Gautreau	D
6.0 Engineering Society Fee Increase (App. A)	Don Tu	D
7.0 Capital Need Mo' Money (App. B)	Abdullah Barakat	D
8.0 Changing Society, Changing Council (App. C)	Adelle Vickery	D
9.0 You Have No Power Here (App. D)	Hannah Gautreau	D
10.0 Annual Joint Annual What? (App. E)	Hannah Gautreau	D
11.0 Let's Try This Again (App. F)	Hannah Gautreau	D
12.0 Board of Directors Elections (App. G)		
12.1 A New Board	Adelle Vickery	D
12.2 B New Board	Hannah Gautreau	D
13.0 We Did Stuff This Year (App. H)	Adelle Vickery	D
14.0 It's Time for e-Commerce (App. I)	Steven Jia	D
15.0 Society Updates		I
15.1 A-Society Update	Adelle Vickery	
15.2 B-Society Update	Rachel Malevich	
16.0 Varia		
16.1 How many days 'til IRS?	GradComm	
17.0 Adjournment		D

Appendix Ω:

Motion	02-UWES-JAGM-00
Title	Receipt of Auditors Report
Mover	Hannah Gautreau
Seconder	
Spirit	To receive the auditor's report of the 2015 fiscal year
WHEREAS	TMP, on behalf of the Federation of Students, performed an audit of the Society's finances for the 2015 fiscal year
BIRT:	The auditor's report for the 2015 fiscal year be received and ratified

Appendix A:

Motion	02-UWES-JAGM-01
Title	Engineering Society Fee Increase
Mover	Don Tu
Seconded	
Spirit	To Increase the Engineering Society Fee as per inflation
WHEREAS	Over the 2015 calendar year, the Consumer Price Index (CPI) increased by 1.1%
AND WHEREAS	The Engineering Society Fee should be increased by CPI to allow for equal buying power from year to year
AND WHEREAS	On May 31st, 2015, the Engineering Society Board of Directors approved a special resolution for an increase in the Engineering Society fee by 2%.
BIRT:	The Engineering Society Fee be increased by 15 cents from \$15.75 to \$15.90
BIFRT:	<p>Bylaw 1, Chapter II, Section C be amended to read the following:</p> <p><u>Section C: Fees</u></p> <ol style="list-style-type: none"> 1. The amount of the Engineering Society Fee is fifteen dollars and ninety cents (\$15.90) Canadian. 2. The amount of the Engineering Society Fee may be adjusted only through one of the following two mechanisms: <ol style="list-style-type: none"> a. By a Special Resolution of the Board of Directors, specifying an adjustment of a percentage equal to or less than the increase in the Consumer Price Index for Canada in the previous calendar year according to Statistics Canada. This increase is subject to Ratification at the next Joint Annual General Meeting; and b. By a successful Joint Referendum specifying the amount the fee will be increased.
BIFFRT:	The Executive provide all required items to the University of Waterloo Board of Governors to start the process of the fee increase.

Appendix B:

Motion	02-UWES-JAGM-02
Title	Capital Need Mo' Money
Mover	Abdullah Barakat
Seconder	
Spirit	To increase the amount of money allocated towards ECIF during the Winter term
WHEREAS	The amount allocated to ECIF is significantly lower in the Winter term (5% of student fees) than the Fall term (15% of student fees)
AND WHEREAS	The number of people on campus is not significantly lower in the Winter term than the Fall term
BIRT:	<p>The Policy Manual, Policy F-4: Engineering Society Capital Improvements Fund Policy, be amended as follows: F-4: Engineering Society Capital Improvements Fund Policy</p> <p>A. Purpose</p> <ol style="list-style-type: none"> 1. The purpose of the Engineering Society Capital Improvements Fund (the Fund) is to support lasting capital improvements to student space and services in the Engineering Faculty. 2. The Engineering Society Fee shall be allocated from the budget to the current portion of the Fund each term as follows (in accordance with Sections F of this policy): <ol style="list-style-type: none"> a. Fifteen Percent (15%) in the Fall Term and Winter Term; and b. Five Percent (5%) in the Winter Term and Spring Term.

Appendix C:

Motion:	02-UWES-JAGM-03
Title	Changing Society, Changing Council!
Mover	Adelle Vickery
Seconder	
Spirit	To propose a new Council structure to provide more accountability and responsibility to Council members.
WHEREAS:	The Council Review Committee (CRC) has spent the last nine months collecting and compiling feedback from both Societies, external sources, past officers, and Board.
And WHEREAS:	CRC used this feedback to develop a new structure for effective positions within the Engineering Society Council.
And WHEREAS:	CRC prepared a report containing the proposed structure, logistical elements, and reasoning of the committee which was distributed to both Societies well in advance of the Joint Annual General Meeting 2016.
BIRT:	The governing documents be amended to reflect the changes outlines in the attached document.
BIFRT:	These changes come into effect immediately. B-Society will be required to run a bi-election before the end of the Spring 2016 term to elect these new positions. A-Society will hold Representative elections alongside their Executive elections in the Fall 2016 term.

Appendix D:

Motion	02-UWES-JAGM-04
Title	You Have No Power Here
Mover	Hannah Gautreau
Secunder	
Spirit	To clearly define the responsibilities of the Board of Directors
WHEREAS	The constitution does not definitively state the responsibilities of the Board
AND WHEREAS	Such an entity must have a clear set of mandates and powers,
BIRT:	<p>Bylaw 1: Constitution, Chapter 5: Board of Directors be amended as follows:</p> <p><u>Section M: Responsibilities</u></p> <ol style="list-style-type: none"> 1. <u>The Board shall be responsible for:</u> <ol style="list-style-type: none"> a. <u>Approving all changes in vendors of the Coffee and Donut Shop</u> b. <u>Approving all motions to be put forth at the Joint Annual General Meeting</u> c. <u>Allocating funds for the Engineering Capital Improvement Fund</u> d. <u>Reviewing the expenses and incomes of the Society's general account and Coffee and Donut Shop at each meeting, as presented by the on-term Vice-President Finance.</u>

Appendix E:

Motion	02-UWES-JAGM-05
Title	Annual Joint Annual What?
Mover	Hannah Gautreau
Seconder	
Spirit	To improve consistency of the Society's Constitution
WHEREAS	The constitution often refers to the Joint Annual General Meeting as the Annual Joint General Meeting,
AND WHEREAS	Consistency is very important in governing documents,
BIRT:	<p>Bylaw 1: Constitution be amended as follows:</p> <p>Chapter III: General Meetings</p> <p style="padding-left: 40px;">Section B: Calling a Meeting</p> <p style="padding-left: 80px;">1. The Annual Joint Annual General Meeting shall be called annually in the month of June or July</p> <p style="padding-left: 40px;">Section C: Agenda</p> <p style="padding-left: 80px;">1. The agenda for each Annual Joint Annual General Meeting shall include motions to:</p> <p style="padding-left: 120px;">a. Receive the auditor's report for the previous year, if applicable;</p> <p style="padding-left: 120px;">b. Elect and ratify the members of the Board of Directors;</p> <p style="padding-left: 120px;">c. Ratify any increases to the Engineering Society Fee under Chapter II Section C.2.a;</p> <p style="padding-left: 120px;">d. Ratify any amendments to Bylaw 1 made under Chapter VIII Section B.2.a; and</p> <p style="padding-left: 120px;">e. Ratify any amendments to the remaining Bylaws under Chapter VIII Section C.2.a.</p> <p style="padding-left: 40px;">Section D: Notice</p> <p style="padding-left: 80px;">1. Notice shall be given at least thirty (30) days prior to any Term General Meeting or Annual Joint Annual General Meeting</p> <p style="padding-left: 80px;">2. A second notice shall be given at least ten (10) days prior to any Term General Meeting or Annual Joint Annual General Meeting. This notice shall include the full text of the agenda for said meeting</p> <p style="padding-left: 40px;">Section H: Publication of Financial Statements</p> <p style="padding-left: 80px;">3 At least thirty (30) days before the Annual Joint Annual General Meeting, the Vice-President Finance and Operations shall cause a copy of the Society's financial statements and the auditor's report, if applicable, to be:</p>

- a. Published online and all students made aware of their availability via electronic means

Chapter V: Board of Directors

Section C: Election and Terms of Office

3. The Directors, other than the Presidents, will be elected at the ~~Annual~~ Joint Annual General Meeting.

Chapter VIII: Amendments and Bylaws

Section B: Bylaw 1 (Constitution of the University of Waterloo Engineering Society)

- 3 In the case of Section B.2.a such amendment must be ratified at:
 - a. A Special Joint General Meeting called for that purpose; or
 - b. The next ~~Annual~~ Joint Annual General Meeting.
- 4 If such approval has not occurred by the next ~~Annual~~ Joint Annual General Meeting the amendment is struck down and neither it nor any substantially similar amendment may be proposed at a meeting of council for one year following the date of the ~~Annual~~ Joint Annual General Meeting.

Section C: Other Bylaws

3. In the case of Section C.2.a such amendment must be ratified at:
 - a. A Joint General Meeting called for that purpose; and
 - b. The next ~~Annual~~ Joint Annual General Meeting.

Appendix F:

Motion	02-UWES-JAGM-06
Title	Let's Try This Again
Mover	Hannah Gautreau
Secunder	
Spirit	To allow members to run to be a vice-president should they fail to be elected president
WHEREAS	The presidential election is run concurrently with the election of other executive officers
AND WHEREAS	Unsuccessful presidential candidates should be allowed to be nominated for vice-presidential positions in order to allow for as many qualified candidates as possible,
BIRT:	<p>Bylaw 2: Elections and Referenda, Chapter III: Executive Officers, Section C: Nominations be amended as follows:</p> <p style="color: red;">10. If one or more of the presidential candidate(s) state at the All Candidates Orientation meeting that they would like to run for a vice-presidential position should they fail to be elected president:</p> <ul style="list-style-type: none"> <li style="color: red;">a. Campaigning and voting shall proceed for only the presidential candidate(s). <li style="color: red;">b. A second election shall be held immediately following the announcements of results, electing the vice-presidents.

Appendix G:

Motion	02-UWES-JAGM-07
Title	A New Board
Mover	Adelle Vickery
Seconder	
Spirit	To elect new A-Society Board Members for the 2016-2017 year
WHEREAS	As of September 1 2016 there will be 4 vacant at-large seats for the A-Society.
AND WHEREAS	It is the responsibility of the Joint Annual General Meeting to elect new Board Members
BIRT:	<p>The following four members be elected to fill the at-large A-Society seats for the Board of Directors:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>4. _____</p>

Motion	02-UWES-JAGM-08
Title	B New Board
Mover	Hannah Gautreau
Seconder	
Spirit	To elect new B-Society Board Members for the 2016-2017 year
WHEREAS	As of September 1 2016 there will be 4 vacant at-large seats for the B-Society.
AND WHEREAS	It is the responsibility of the Joint Annual General Meeting to elect new Board Members
BIRT:	<p>The following four members be elected to fill the at-large B-Society seats for the Board of Directors:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>4. _____</p>

Appendix H:

Motion	02-UWES-JAGM-09
Title	We Did Stuff This Year
Mover	Adelle Vickery
Seconder	
Spirit	To ratify all changes to the governing documents since Joint Annual General Meeting 2015
WHEREAS	Numerous Changes to the By-Laws and Policy Manual were passed by council in the previous year
AND WHEREAS	It is best practice to have these changes passed by general members
BIRT:	The following motions be ratified <ol style="list-style-type: none">1. It's dangerous to go alone2. EngSoc doesn't do long distance3. Mind the gap4. Don't you forget about me

Appendix I:

Motion	02-UWES-JAGM-10
Title	It's Time for e-Commerce
Mover	Steven Jia
Second	
Spirit	To make the inventory of Novelties and RidgidWare more accessible and up-to-date
WHEREAS	The EngSoc website shows an inventory list for RidgidWare, but not for Novelties
AND WHEREAS	The Facebook page for Novelties does not provide "a full list of the merchandise available" as the EngSoc website says it should
AND WHEREAS	The Facebook pages for both shops are updated irregularly and only highlight a few (often new) items for sale
AND WHEREAS	Students are more likely to make purchases if they know about their options
AND WHEREAS	Directors may find inventory lists useful when planning for their events (e.g. ordering Novelties merchandise as prizes)
BIRT:	The VP Finance and Operations will work with the Novelties, RidgidWare, and Website directors to update the website within the first two weeks of an Academic Term to display an accurate inventory list for both Novelties and RidgidWare
BIFRT:	The VP Finance and Operations be responsible for ensuring that these lists are updated on a regular basis (i.e. whenever inventory changes)