

MINUTES OF MEETING

GRADUATE BUSINESS STUDENTS ASSOCIATION

EXECUTIVE MEETING – WEDNESDAY, JANUARY 18, 2016 (6:00PM – 7:30PM)

ATTENDANCE

PRESENT

Chair: Sarah Lord Ferguson (President)

Secretary: Reena Bains (VP Communications)

Treasurer: Simrat Kanwar (VP Finance)

Social Coordinator: Olivia Song (VP Engagement)

Class Representatives:

- Byron Seef (Full-time MBA Class Representative 2016)
- Leonie Wilcke (MSc Finance Class Representative 2016)
- Mehrdad Ghods (Part-time MBA Class Representative 2016)

REGRETS

- Matthew Burns (EMBA Class Representative 2016)- Sent regrets
- Susan Chappell (EMBA Class Representative)- Sent regrets
- Sarah Dickie (EMBA Aboriginal)- Sent regrets
- Andreas Skjold Fick (MOT Class Representative 2015)- Sent regrets
- Ingrid Lindner (MOT MBA Class Representative 2016)- Sent regrets
- Stephanie Reimer (Student Engagement Manager)- Sent regrets

CALL TO ORDER

The meeting was called to order at 6:01 pm in Room 2400 of the Segal Building (Simon Fraser University, Granville campus).

APPOINTMENT OF CHAIR

Sarah L.F. (President)

APPOINTMENT OF SECRETARY

Reena B. (VP Communications)

APPROVAL OF AGENDA

Moved to adopt the agenda

Moved by: Reena B.

Seconded by: Byron S.

Decision: Motion carries/passes unanimously

APPROVAL OF MINUTES

Moved to approve the minutes from our last meeting.

Moved by: Reena B.

Seconded by: Byron S.

Decision: Motion passes unanimously

OLD BUSINESS (UPDATES)

1. GBSA accomplishments-

- Purchased and placed new kitchen supplies in the student kitchen
 - New microwave, cutlery, coffee supplies and mugs, etc.
- Hosted numerous cohort-specific events
- Hosted a wonderful holiday party that drew an impressive crowd
- Updated GBSA website with new content
- Produced a newsletter to summarize the Fall semester
- Created a handover document for next year's GBSA to make the transition easier

2. Holiday party recap-

- 150 guests; the highest turn-out in recent years
- Raised \$400 for the Moosehide Charity for MBA games through the raffle
- Feedback from other people:
 - Avoid doing a boat cruise in the future
 - Three hours was not long enough
 - Catered food was not very good
 - DJ's music choices were questionable
 - The location was inconvenient and it was not easy to get a cab after
 - Door prizes and raffles worked well; a lot of people bought tickets and the prizes were good
 - Link to a charity fundraiser was appreciated by guests
 - Photo booth was a nice touch and was popular with guests
- Suggestions to pass onto next year's cohort:
 - Offer a free ticket to anyone who would volunteer to take photos at the event
 - Book the venue for the Holiday party right away in September or October
 - Issues that hindered our ability to do that this year was: Olivia is not a Vancouver local and needed more time to research, obtaining responses from vendors took a long time
 - Best to host the party on a Friday or Saturday evening to draw the biggest crowd

- Choose a party location that is easily accessible by public transit
- Olivia will update the handover document with other venue options from her research this year, as well as tips for handling the Holiday Party planning

3. Keeping kitchen clean-

- Byron suggests a rotation of responsibility amongst the GBSA to maintain the kitchen
 - Cannot task students with this; will need to get GBSA to maintain this
- Preventative actions:
 - Put a sign on the fridge to indicate that all unlabeled items will be thrown away every Monday
- Class reps need to continue to remind their cohorts about keeping the kitchen clean
- Sarah suggests buying a drying rack; however, there is no room for this

4. Equinox free yoga event-

- Event has been scheduled for Thursday, Feb. 2 at 7:30pm
- Will take place at Equinox gym in the new Trump Towers
Reena will produce a poster for advertising this event and send to class reps to share with their cohorts

NEW BUSINESS

5. Introductions of new GBSA class reps-

- Welcome Merhdad!; he will be taking over for Seth as the part-time MBA class rep 2016
 - A new part-time MBA class representative for 2017 will be announced next month
- Mahad graduated from finance and will no longer fill the role of MSc Finance class rep for 2015

6. GBSA handover document-

- Each member reminded to update the hand over document on Google docs so we can start compiling detailed information for next year's GBSA
- Class reps will also add tips to the hand over document for how to effectively fill the role and best serve your cohort

7. Round table-

- GBSA Website-
 - Reena will update with Holiday Party and MBA Games shortly
 - Class reps are to send all photos that they have from the events to Reena so she can post them on the website

- Sarah will post the photobooth pictures on the Google drive
- Sarah will send details from MBA games to Reena to be posted on the website
- Newsletter-
 - Reena will aim to produce the Spring newsletter by early April
 - Problem: not a lot of people check their emails and did not read the Fall newsletter
 - Class reps are responsible for advertising the newsletter to their cohorts and should make sure that they are finding an effective mode of communication to spread the word
 - Should incorporate some incentives for people to read the newsletter (eg: important information)
 - Class reps will speak with their cohorts and remind them to regularly check the GBSA website for minutes and other up to date information
 - Could be a good opportunity to advertise BC MBA events in the newsletter
 - Should emphasize that the events are for all business students, not just MBA students
- Finances-
 - Almost all reps have been reimbursed for Fall semester purchases
 - Seth, Andreas and Sarah have pending reimbursements that they should receive soon
 - GSS made an error and reimbursed Sarah from core caucus funds instead of the trust funds
 - Simrat will send an email to the GSS regarding this situation
 - Confirmed that Sarah and Byron received money for attending meetings
 - Simrat has devised a proposed budget for the spring and summer semesters, which are posted on Google docs
 - Two options proposed:
 - Option 1: \$2500 in Spring and \$1000 in Summer; keeps funding allocation separate for the two semesters to keep class reps motivated to spend their money
 - Option 2: \$3500 for Spring and Summer; cohorts can spend any amount allocated to them at any point
 - Half of the funding should be used in the first semester or at least planned to be used
 - Option 2 is more favorable by GBSA exec (see motion below)
 - All funding will expire at the end of August 2017
 - Class reps are able to go slightly over their allocated budgets, subject to agreement by other GBSA members (formal motion), event type and trust fund budget remaining

- Net impact is holding a case competition in March and are seeking sponsorship funding from the GBSA
 - Specifically for MBA's, but could extend to other cohorts
 - Simrat proposes giving Net Impact \$750 from the trust fund for this sponsorship
 - He is also trying to get a grant from GSS to assist; \$750 maximum
 - Before applying for the grant, we need to allocate funds from the trust fund and caucus fund first
 - Net Impact has not given a specific amount that they need; they have said that the more they can get, the better
 - Simrat will ask for a written request from Net Impact regarding their needs
 - Sarah has another opportunity for a speaker event to be co-hosted with Net Impact
 - This event would be cross-cohort
 - Unique opportunities to consider
 - Can re-consider more options in the next few weeks
 - Request for Jeff (President) from Net Impact to attend the next GBSA meeting or meet privately with Sarah and Simrat to give a pitch on their needs in terms of funding; a formalized meeting to clarify details of funding request and potential speaker series
 - Need to determine the benefits for the student body
 - Reena has proposed another speaker event opportunity for the Alan and Ghalib Kurdi Foundation
 - The Foundation is focused on increasing awareness for the refugee crisis in Syria
 - Foundation organizer, Adam Greenberg, would like to give a speech on the foundation and fundraise for his trip to Syria in the Spring
 - There is an opportunity to connect this speaking event to other Net Impact speaker series
- Event planning for Spring-
 - Olivia has inquired about how much money could be used this semester for a student body event (all cohorts)
 - Stephanie suggests hosting an academic event of some sort
 - Eg: TED Talks
 - Olivia suggests a smaller group event with more discussion-based/interactive event

- Simrat advised Olivia that the budget will depend on the scope of the event and the passing of the motion by the GBSA caucus
 - Byron suggests having a private meeting between Olivia and class reps to discuss details about potential events
 - Mehrdad says that a speaker event would most likely not cost a lot of money as many speakers are willing to speak for free
- Sarah suggests “Lunch and Learns” as potential options
 - Shown to be effective, as Net Impact has had some success last semester
 - Cost would not be that much; most catering expenses for coffee and snacks
 - Design it to be peer-to-peer; students give talks based on their own areas of expertise
- Class reps inquire as to when they will be meeting with Jan regarding academic issues that their cohorts are experiencing
 - Decided that Jan should be contacted primarily for general comments about the program itself, rather than individual issues
 - Individual issues should be discussed privately between the person and Jan without interference from the class rep
 - Class rep could act as a facilitator, subject to their comfort level and judgement, if the other party requests it

8. Access to bike lockers and showers in Segal-

- We have access to showers on the first floor
 - Need to ask Ariel at the front desk on the 3rd floor for the code to access the showers
 - Codes keep changing every year; different codes for female and male showers
- Bike lockers are currently all in use by Faculty and staff
 - Stephanie is trying to get all of the lockers cleared out to make more space to hang bikes
 - Could be a potential legacy gift to add more bike racks

OTHER MOTIONS

Motion 1:

Motion to adopt Option #2 of the budget option plan for Spring/Summer semester

Moved by: Byron S.

Seconded by: Merhdad G.

Decision: motion carries unanimously



NEXT MEETING TIME

Next meeting has been scheduled for Wednesday, February 1, 2017 at 5:30pm in TBA at SFU Segal campus.

ADJOURNMENT

Meeting adjourned at 7:30 pm.