

Graduate Students Association of McMaster University
Council Meeting

February 22nd 2018
GSA Office, East Tower Refectory
6:00 p.m.

Minutes

Attendees: Tim van Boxtel (GSA President), Sam Peter (FRC Engineering), Ashley Ravenscroft (DoO), Simon Mcnamee (FRC Engineering), Sara Oikawa (FRC Science), Kara Tsang (GSA CRO), Rodrigo Narro (BoG), Tsz Wing Cheng (FRC International)

Call in: Jodie Lobana (VP Administration)

Regrets: Nitika Sanger (FRC Health Science), Anita Acai (Senator Science), Alexander Qian (FRC Health Science), Robert Alex Ballagh (VP Services), Aaron Roberts (Senator Humanities), Curran Egan (FRC Humanities)

Absent: Sid Nath (Senator Health Science), Mariam Munawar (Senator Business), Derek Stouth (FRC Science), Nick Yelle (FRC Health Science), Shawn Hercules (VP External), Taylor Mackenzie (Senator Social Science), Allison Leanlage (FRC Social Science),

Call to order 6:18

1) Presidents Remarks

- Board approved to transfer the GSA financial business to Scotiabank. The benefits out of this is to have clubs and faculty associations can have sub account with them under the GSA.
- When everything is finalized, instructions regarding opening a bank account with them will be circulated to clubs and faculty associations. There will be no GSA management from the GSA side regarding the subaccounts
- Since the GSA have surplus, this amount will be invested and the investment money will be added to the GSA budget for next year.

2) Notice of Future Meetings

- March 22, 6 pm

3) Approval of Agenda

Motion to approve the agenda moved by Sara, seconded by Sam, all in favour, motion carried.

Motion to amend the agenda to add FRC reports, moved by Sam, seconded by Sara, all in favour, motion carried.

4) Approval of Minutes

Motion to accept the minutes moved Sam, seconded by Simon, 6 in favour, 1 abstention motion carried.

5) Annual General Meeting

▪ GSA Budget

- Tim explained that membership fees is going up by 1.7% CPI. There is an extra \$1000 fund from Studentcare toward bursaries. Phoenix dividend income increase to \$15,000.
- Increase in the office manager salary due to increase of office hours and pay increase, executives pay and CRO pay are the same amount.
- New budget line is the council special initiative for next year, this will be allocated towards councillors who goes above and beyond in their roles.
- New budget line for AMICCUS and Think Grad conferences.
- GSA bursaries and social events increased.
- Community initiatives, nothing came across the GSA desk this year, the amount in this budget is set aside when projects come up. Rodrigo recommend to have 2 different forms one for sponsorship and other for community initiatives.
- New initiative is to expand our endowment pool; the money will be set aside to help international students during their first transition, and for future initiative.
- One of the big changes is changing the webserver to be local, the GSA then will be able to offer to host the websites to clubs and faculty associations.
- There is a little increase in insurance, however, the leagues will fund their own insurance starting this year. Since the GSA does a lot of their admin work, Ashley was able to negotiate a good deal to self fund their own insurance.
- Accounting fees changed due to that the GSA now have a new accounting firm, nonetheless, some of the GSA accounting will be done internally.
- This year the FRC funding is open to all FRCs since there was not much of expenditure on this budget line.
- In replying to Sara's question if there is a way to redistribute the FRC fund, to help encourage things like SAM events. Ashley suggested that during the AGM FRCs interested to increase their FRC fund can attend with a group of students and the group can propose the activities and events they are planning for next year and the expected cost of their event, if members voted for and approved the events expenses then the GSA will be committed to it.

Motion to approve the GSA budget for 2018/2019 moved by Simon, seconded by Sara, all in favour, motion carried.

▪ Phoenix Budget

- Council members agreed to table item to next agenda.

▪ Presentation of Fees

- The increase of 1.7% CPI to member fees, the rest of fees are the exact same.

- Tim explained that the capital build loan will be paid off this year, however, the board is looking into continuing this fee to be added to the Phoenix renovation funds, nonetheless this item is under discussion.
- Jodie mentioned that it is important to continue to collect the capital build fee in order to have some reserve for the Phoenix maintenance, Tim gave an example, the Phoenix roof has to be changed every specific period of time, in order to do that the Phoenix must have a reserve for maintenance. Ashley added that if the fee will continue, there shall be a new referendum, nonetheless, the Phoenix is now in a good position, it is better to collect this reserve from the Phoenix profit.
- In replying to Rodrigo's question since Divinity college will be under McMaster grad council, will they be forced to go under MSU health plan? Ashley explained that they are currently under the GSA plan and it is not expected that they will opt out.

Motion to approve GSA 2018-2019 fees moved by Sam seconded by Sara, all in favour motion carried.

FRC update,

SAM

- Sara mentioned that SAM event with alumni, the event was successful and informative to all students.
- They are planning a work shop on Inscape; a graphic design program, and will host another workshop about how students can transfer your CV into resume.
- They are planning to send an email out in order to do a strategic plan for SAM to get a good idea what students need.
- Moving forward they are thinking to have a small conference building similar to EGS, however, there isn't enough fund for that. Rodrigo suggested that to collect for instant \$20 from each students as a source of funding. Ashley added that if SAM will levy a fee they are still a faculty association under the GSA, however, their financials will be under the university. Ashley suggested that to discuss this idea at the AGM, she added that in case there will be a student policy and referendum, they will need to talk to someone who is informative, she advised Sara to talk to Gina Robinson she is the director of student success center.
- Sam and Tim noted that SAM should go to their faculty to ask for financial support as they provide services for science students too. Tim suggested if they will levy a fee per student to ask the department to match it.

EGS

- Simon mentioned that the discussion at faculty of engineering meeting is the international students fee, students' engagement and the Bylaws change. There are making huge changes to the EGS bylaws and constitution, to make it more broad, Sam added that the constitution and bylaws are currently one document, and the aim is to separate them. Ideally this should be done by the AGM, however, there is not enough time, as there are major changes in the document that need to be done. This will go through a referendum and the quorum is zero.

- Currently arranging for the annual conference, they are discussing if undergrad students will be allowed or not. Tim suggested to allow undergrad to register for the conference since they didn't sell out last year.
- EGS have an event on March 6, they are hosting a ping pong night competition, they are requesting sponsorship and hopeful to have a sponsorship with the GSA. Ashley explained that there is huge liability in this event as they will be alcohol served during the event, in addition the event is off campus. She advised to get EHOSS approval, in order for the GSA to release sponsorship fund. She added that they have to add a note on their poster that students are recommended to use the city bus for the event.

CRO

- Kara mentioned that the last day of election is Monday 26, they are currently using Google form for voting, as the election service is very expensive.
- In replying to Rodrigo's question regarding that google is open ended, specially the server isn't internal, Ashley explained that they are currently trying google, and will see if students accept it, she added that she can have a conversation with John (MSU) and see if he can give the GSA a deal.

International,

- Wing mentioned that they are currently arranging for an event, they will send an email very soon, they will give out phoenix gift card.
- They are preparing the constitution and the bylaws, it is expected that it will be done by the end of next month,

6) Appointment of Auditors

- Approve KPMG as 2018 Auditor
 - Tim mentioned that the board approved to stay with KPMG, since they give us a relatively good deal compared to what they originally charges. In addition, the GSA changed the accounting firm this year, it will be too much to change the auditor firm as well.

Motion to approve KPMG moved by Sam seconded by Simon, all in favor motion carried.

7) Proposed Bylaws Changes

- We were expecting to have something for the bylaws. But it is not ready yet. Council members agreed to table item to next agenda.

8) New Initiatives Discussion

▪ Child Daycare

- There are discussions around the GSA taking over and managing the child care, however this haven't been finalized; this item still under discussion, it needs a lot of planning. The MSU had mismanaged the childcare for long time, the current discussion if MSU will gift it to the GSA. The GSA will not need to budget anything for it, as it is should be profitable on its own.
- Ashley suggested that they can charge the community more than grad students.

▪ Campus Composting Initiative

- Tim mentioned that the GSA can help EGS on this initiative. Rodrigo suggested to speak with Kate Whilom as she works with facility services.

9) Call for FRC's and Board of Directors

- Nomination are still open, if any members know some one interested, encourage him/her to apply.

10) New Business

11) Adjournment

Motion to adjourn at 7:31 moved by Sara, second by Simon, all in favour, motion carried.

Action Item:

Item	Action by	Due date
NA		

Shawn Hercules,
VP External

Date

Recorder

Date