

## The Interdepartmental Science Students' Society

Executive Meeting  
Minutes  
5:00p.m.  
October 19, 2011  
CCIS 1-035

### Attendance

*Executives: Siwei Chen, Stephen Chin, Dustin Chelen, Cian Hackett, Brett MacGillivray, Jessica Nguyen*

*Other: Ashlea Ahmed*

Chairperson: Siwei Chen

Minutes: Ashlea Ahmed (for Kim To)

### 1. Call to order

Meeting called to order at 5:01 p.m..

### 2. Approval of minutes

**Motion** to approve the minutes of the last Executive meeting of October 12, 2011 as written. Stephen/Cian. Carried 5/0/0.

### 3. Approval of agenda

**Motion** to approve the agenda below, as written. Dustin/Cian. Carried 5/0/0.

### 4. Old Business

1. Office Experience Discussion, Stephen
  - a. Stephen: To improve the office experience, best option is to schedule in new directors. Siwei suggested grouping volunteers into houses.
  - b. Cian: Having volunteers would help and since our office is not heavily used by members. It's a good place to organize

### 5. New Business

1. Approval of Survey Questions, Dustin
2. **Motion** to approve \$40.00 for the purchase of a 3'x4' paper poster for the survey.  
Dustin/Brett Carried 5/1/0

- a. **Motion** to suspend standing orders to allow for more open discussion.  
Cian/Dustin. Carried 5/1/0.
3. **Motion** to approve \$40.00 for 250 BW double sided copies at SUBprint, for advISSS marketing. Dustin/Brett. motion failed 1/4/1
  - a. Stephen: Are you going to print it using a VIP card?
  - b. Dustin: Yes
  - c. Brett: Did we not buy a printer for this purpose?
4. **Motion** to reschedule the Executive meeting on November 30 from 5:00 p.m. to 7:00 p.m.. Cian/Brett
  - a. Cian: Best hold town hall earlier to hold exec meeting.
  - b. Brett: Cancel week of exec meeting and just discuss on Monday morning check in.
  - c. Jessica: Prefer to have meeting as scheduled
  - d. Cian: **Motion** to amend the motion to read "Motion to reschedule the Executive meeting on November 30 at 5:00pm to November 28 at 8:00am."  
Carried 6/0/0
  - e. Main Motion carried as amended.
5. **Motion** to approve no more than \$20.00 for the purpose of thanking Tom Berekoff. Stephen/Cian.
  - a. Stephen: For the purchase of a card or toward the materials required to make a card.
  - b. Additionally, is it appropriate to pay for his dinner?
  - c. **Motion** amend the main motion to replace \$20 with \$30. Carried 6/0/0
  - d. Main motion carried as amended 6/0/0.
6. **Motion** to approve \$63.00 for purchase of an alcohol event permit for "Fright Night". Brett/Jessica. Carried 6/0/0
  - a. Brett: So until yesterday I was unaware of this permit, which costs \$20.00, + \$40.00 of a late charge, and then \$3.00 for GST. If we do not purchase, we will not be able to finalize the waiver through SGS, and holding this event will be technically illegal, with some possibly poor consequences for the ISSS.
  - b. Stephen: Not against motion but ticket prices should be considered
  - c. Brett: We will still gain money just \$63 less
7. Advocacy Principles Discussion, Dustin

8. Organizational Management Discussion, Cian
  - a. Bring Roberta MacGillivray in to help discuss project management, how to manage people and other management issues. I would like to bring her in again for another half-an-hour.
  - b. Jessica: The timing is great since Directors will be appointed.
  - c. Stephen: Could you clarify her role?
  - d. Cian: She is the President of a Filter company.
  - e. Stephen: How catered to the ISSS will this be?
  - f. Cian: We need to bring up topics to cover and it is a facilitated discussion
  - g. Jessica: Compile documents what we want to bring up.
9. **Motion** to move in-camera. Dustin/Cian. Carried 6/0/0.
  - a. Motion to move ex-camera. Dustin/Brett. Carried 5/0/1.
10. Directorships
  - a. **Motion** to move in-camera. Jessica/Cian. Carried 6/0/0.
  - b. **Motion** to move ex-camera. Jessica/Dustin. Carried 6/0/0.
  - c. **Motion** to omnibus motions i-xviii. Jessica/Dustin. Carried 6/0/0.
    - i. Motion to appoint Andy Elder as the 2011-2012 Director of Science Tours.
    - ii. Motion to appoint Carmen Chu as the 2011-2012 Director of Service Development.
    - iii. Motion to appoint Megan Paranich as the 2011-2012 Director of Student Development Programs.
    - iv. Motion to appoint Andrea Johnson as the 2011-2012 Director of Student Space.
    - v. Motion to appoint Ashlea Ahmed as the 2011-2012 Director of Executive Administration (Vice President Services).
    - vi. Motion to appoint Marian Kayalil and Anthony Wu as the 2011-2012 Directors of Science Week.
    - vii. Motion to appoint Stephany Luu and Laura Lee as the 2011-2012 Director of Volunteers.
    - viii. Motion to appoint Reid Bokenfohr as the 2011-2012 Director of the Newsletter.
    - ix. Motion to appoint Melyssa Chui as the 2011-2012 Director of Design.
    - x. Motion to appoint Yang Hu and Michelle Truong as the 2011-2012 Directors of Photography.

- xi. Motion to appoint Jesse Hill as the 2011-2012 Director of External Relations.
- xii. Motion to appoint Vi Pham as the 2011-2012 Director of Executive Administration (Vice President Administration and Finance).
- xiii. Motion to appoint Nhu Trieu as the 2011-2012 Director of Academic Research.
- xiv. Motion to appoint Sean Trayner as the 2011-2012 Director of Student Stories.
- xv. Motion to appoint Mitchell Farmer as the 2011-2012 Director of Student Representation.
- xvi. Motion to appoint Avinash Karuvelil as the 2011-2012 Director of Membership Fees.

## **6. Good and Welfare**

Comments and criticisms of the meeting for the good and welfare of the organization.

## **7. Next Meeting**

The next meeting of the Executive will be at 5:00p.m., October 26, 2011 in CCIS 1-035. The chairperson of the next meeting will be Brett MacGillivray. Minutes will be taken by Kim To (for Ashlea Ahmed).

## **8. Adjournment**

**Motion** to adjourn the meeting at 7:49. Jessica/Siwei. Carried 6/0/0.