UNIVERSITY OF VICTORIA GRADUATE STUDENTS' SOCIETY

ANNUAL GENERAL MEETING

MINUTES

October 25, 2011, 5pm

GRAD HOUSE, HALPERN CENTRE FOR GRADUATE STUDENTS

IN ATTENDANCE

Sean Mullan, Earth & Ocean Science
Brian Pollick, History in Art
Estelle Kurier, Hispanic & Italian Studies
Nicholas Burton-Vulovic, History
Tosha Lobsinger, Exercise Science, Physical Health & Education
Frank Berghaus, Physics & Astronomy
Wes Thiessen, History
Erin Latham, Geography
Craig Harvey, Greek & Roman Studies
Przemek Lach, Computer Science
Paola Savasta, Visual Arts
Sandra Friesen, English
Georgina Nicoll, Political Science
Michelle Zakrison, Law
Jahanzeb Kazi, Engineering
Serena Kataoka, Political Science
Audrey Steedman, Environmental Studies
Mario Baldassari, Psychology
Cate Lawrence, Public Administration
Alison Elliot, Physics & Astronomy

David Collins, Mathematics & Statistics
Veronica Subeluykora, Mathematics & Statistics
Susan K. Mathematics & Statistics
Chris Duffy, Mathematics & Statistics
Kelly Watson, Dispute Resolution
David Huxtable, Sociology
Yuchen Wang, Electrical & Computer Engineering
Tatiana Popa, Chemistry
Matthias Le Doll, Physics & Astronomy
Amanda Robins, Anthropology
Julie Chung, Psyics & Astronomy
Ryan Severyn, Germanic & Slavic Studies
Jamie Starke, Computer Science
Iain Gillis, Music
Matthew Park, CSPT, Director of Finance
Julia Munk, Studies in Policy & Practice, Chair
Michael Anthony, Philosophy, Director of Communications
Fatma Dogus, Educational Psychology & Leadership Studies, Director of Student Affairs
Yanmin Xu, Business, Director of Services
Stacy Chappel, Executive Director (non-voting)

WELCOME

Director of Communications, Mike Anthony, welcomed everyone to the meeting.

RATIFICATION OF THE CHAIR

Anthony introduced GSS Chair Julia Munk and proposed she chair the general meeting.

M/S Anthony/Berghaus

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RESOLVED Munk is elected as general meeting chair.

CARRIED

Munk called the meeting to order at 5:27 pm.

APPROVAL OF THE AGENDA

M/S Watson/Law

RESOLVED the agenda is accepted as presented.

Kataoka asked to add an item to the AGENDA

Munk ruled the meeting rules would need to be suspended to allow addition of items without notice, requiring a 2/3 majority vote.

M/S Kataoka/Anthony

RESOLVED the meeting suspend the rules to add an item without notice

Suspension of rules CARRIED

Move amendment:

M/S Kataoka/Huxtable

RESOLVED add an agenda item to strike an ad-hoc political action committee

Amendment CARRIED

Motion to Approve Agenda CARRIED as amended

The chair asked for the agenda item to be dealt with immediately.

AD HOC COMMITTEE

M/S Kataoka/Huxtable

RESOLVED the GSS Strike a political action committee to support UVIC’s flexible work force.

Katoaka motivated on her motion. She said grad students are UVIC’s source of flexible work force and make 10-15 less on par relative to other sessionals. A campaign would be about use of flexible labour, and working toward a day of action in the spring. Kataoka noted the committee would work in conjunction with CUPE 4163, which is in bargaining. This will be raised in their next meeting as well.

Park asked where this motion arises from.

Kataoka said it followed on a meeting with CUPE yesterday can you summarize outcome. CUPE’s ability to run campaigns is constrained by the bargaining committee. A committee of the GSS would enable graduate students who are not TAs to participate in the campaign as well.

MINUTES FROM LAST SAGM

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M/S Ryan/Berghaus

RESOLVED the March 30, 2010 Semi-Annual General Meeting Minutes are accepted with minor corrections.

CARRIED

REPORT ON THE AUDITED STATEMENTS

Park presented the audit, referring to written report.

Park gave an introduction to financial statements, different funds.

Statement 1: Park noted transfers between funds and said his goal to cut down on interfund transfers. We are doing this due to cash flow issues, when waiting for student fees.

Statement 2: Fund balances shows where we started, where it was in the end; excess or deficiency is the profit or loss for each fund. Keep that in mind on Statement 3

Statement 3 – most familiar-- is the Revenue and Expense sheet.

Park noted the bulk of income is membership fees, include health and dental fees.

Health plan opt ins is a small amount. Handbook ads small amount. Tiny slice is FGS contribution for handbook.

Food sales is 30% of revenue.

There is a tiny amount of income from room rentals and interest... always hoping to be larger. This year the GSS made more rolling investments to increase investment revenue from funds that we needed to keep liquid.

Regarding expenditures, Park noted half is going to health and dental premiums and other notable expenses are staff, cost of food, department grants society meetings. Building maintenance is also expensive.

Park referred back to Statement 3 of the audit.

Bottom shows profit or loss... all funds are in the black this year.

Park noted two things we always worry about are the restaurant and the health and dental plan. Those are the two services of the society that are higher risk, and where we can

Goal was to break even in the restaurant... actually made almost 8,000. The Grad House is a unique enterprise, with a lot of constraints. We want to charge lower prices so students can come, but we also want to make enough money to hire enough staff and pay well enough. We want to make a little money and not too much money.
On statement 2 you can see the restaurant’s historical debt at the end of the year is about 54,000. Several years ago lost a substantial amount in one year—about 80,000 loss that the GH has been paying off slowly. The money is owed to the Operating Fund.

We are taking a moderate approach; the goal to is to slowly pay back over time.

Similarly, the health and dental was in a deficit, but brought it down from 7,000 to 3,000 deficit.

**QUESTIONS:**

Nicoll: asked what was the item recorded as stolen.

Chappel said it was the teleconference machine.

Pollick noted the statement ends March 31 but health plan lasts to August 31. He asked if the year of the plan is adjusted to ensure it accurately reflects the plan year.

Chappel said yes, we adjust the fees by 5/12 – the auditors discuss in note 6 (last page) of their report.

Park said that there will be a further report on the year to date at the next GRC.

Briefly, the summer has been going well pretty well... did have some changes in structure and personnel... Stacy is job sharing with Brandy Sistili, who manages restaurant front end, and hired a chef.

Things going well ... last summer (like every year) we lose lots of money, don’t want to lose all our staff... last summer we lost 22,000. Normally, break even by December, then try to make profit Jan-March. This summer, lost 7,000, much better position. Due to scheduling changes, brought down our costs. Our cost of labour was 50%++ and finished better off. Closed the restaurant in late august, did staff training and cleaning.

Sales are down in September... beginning of October has been slow... only note is that if you are keen come to next GRC meeting, second, bring all your friends to eat at the Grad House.

Park asked if there were no questions, and seeing none, thanked everyone.

**M/S Huxtable/Duffy**

**RESOLVED** the audited statements are accepted as presented.

**CARRIED**

**APPOINTMENT OF THE AUDITORS**

**M/S Huxtable/Gillis**

**RESOLVED** Obara and Company are reinstated as the Society’s auditors.

Zakrison asked what the experience of the GSS has been of these auditors.

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Chappel reported Obara & Company have worked with the GSS for over a decade and have provided excellent service, especially when the restaurant was failing, and in improving our control systems.

CARRIED

REPORT OF THE EXECUTIVE BOARD

Munk referred to the written reports and opened the floor to questions.

A member asked what had happened with the flash drives.

Anthony noted that this was one of the projects he initiated ... complementary flash drives... 1g with the GSS logo on it. We approved the amount to do this, for 1000 units. The trick was that we wanted them pre-programmed with advertising on them, and second with most of the ads in the handbook. It will have a calendar synch for iCal and google calendar. It was supposed to be out for this AGM, but the company had a discrepancy with their original quotes, so he had to seek a different contract.

How many grad students 3,000

M/S Severyn/Nicoll

RESOLVED the Executive Board report is accepted.

CARRIED

Park noted that if they have questions, please contact Executive Board members. In particular, if you are interested in key campaigns, let us know if you want to get involved.

MOTIONS RECEIVED WITH NOTICE

No motions were received with notice.

DOOR PRIZES

Door prizes were awarded. Xu thanked the donors for the prizes.

ANNOUNCEMENTS

Chappel thanked volunteers sitting on UVIC committees.

Chappel noted upcoming events: The Halloween Howl, Pumpkin Carving, and outing to Goldstream Park Salmon Run.

Huxtable noted CUPE AGM is upcoming.
M/S Stark/Duffy

RESOLVED the meeting is adjourned.

CARRIED

The meeting adjourned at 6:20 pm.

Approved, Chair

Approved, Executive Director