University of Victoria Graduate Students' Society
Annual General Meeting Minutes
October 25, 2016
Grad House Restaurant
Halpern Centre for Graduate Students, University of Victoria

PRESENT:
Daniel Martin, Director of Communications
Noa Haohen, Director of Finance
Julie Fortin, Director of Services
David Schostek, Director of Student Affairs
Amanda McLaughlin, Chair
Markus Sommerfeld, Mechanical Engineering
Patrick Reeson, Medical Science
Astara Light, Art History and Visual Studies
Kacie R Williams, Philosophy
Carla Osborne, History
Teesha Baker, Biochemistry and Microbiology
Sandra Chamberlain-Snider, Theatre
Josh Meyer, Educational Psychology and Leadership Studies
Dawson McLean, Economics
Ben Peterson, Economics
Chelsea Dunning, Physics and Astronomy
Hannah Mohun, Psychology
Joseph Horan, Mathematics and Statistics
Alyson Miller, Dispute Resolution
Jamie Knight, Psychology
Lee Anderson, Greek and Roman Studies
Slobhan Darlington, Environmental Studies
Quirin Hohendorf, Environmental Studies
Anastasia Litke, Biology/Neuroscience
Rande Kanne, Biology
Kate Ehle, Germanic and Slavic Studies
Farnoosh Farhoomand, Biology
Christian Galitzine, Public Administration
Stephen Smithbower, Human and Social Development
Pramodh Yapa, Physics
Ankit Degon, Business Administration
Marie Vance, Biology
David Eso, English
Danesh Shahnazina, Psychology
Gabriela Luciani, Electrical and Computer Engineering
Gillian Dorman, Biochemistry and Microbiology
Elissa Whittington, Political Science
Susan Kim, Political Science
Mikheel Primsjor, Business Administration
Stephen Luehr, Exercise Science, Physical Health and Education
Adar Anisman, Linguistics

Non-voting attendees:
Brandy Stistili, Operations and Services Manager, recorder
Stacy Chappel, Executive Director

The meeting was called to order at 5:15pm with McLAUGHLIN in the chair.

MEETING BUSINESS

APPROVAL OF THE AGENDA

MOTION: RESOLVED to approve the agenda as presented.

M/S HORAN /BAKER CARRIED
APPROVAL OF THE MINUTES

**MOTION:** RESOLVED to approve the minutes from the March 29, 2016 Semi-Annual General Meeting as presented.

M/S Horan/Light
CARRIED

REPORT OF THE EXECUTIVE BOARD

FORTIN and MARTIN presented the report from the Executive Board.

FORTIN noted key challenges were staff and board turnover, grad house finances. She reported the priorities identified for the year were governance and representation, including:

- renewal of the GSS election bylaws, which was included in the agenda for the AGM;
- supporting the election of graduate students to the new seats on Faculty of Graduate Studies council;
- completing the renovation process; and
- ensuring active involvement in the development of the campus policy on preventing sexualized violence.

MARTIN introduced work of the committees related to the strategic plan:

- **Student Affairs:** exploring options for GSS graduate student advocate role; working to improve the legal status of Research Assistants at UVIC; promoting the creation of a BC Graduate Scholarship, providing input into the Sexualized Violence Policy
- **Finance:** exploring options for creating a GSS Endowment fund
- **Bylaw and Policy:** Review of election policy, and working with the Finance Committee on endowment policy
- **Communications:** Reviewing and renewing the GSS website, developing a GSS social media policy, and working on promotion of the BC Graduate Scholarship as a provincial election issue
- **Events Committee:** Events are focused on building wellbeing and community. The GSS hosted is first welcome weekend, in tandem with graduate orientation.

PRESENTATION OF THE AUDITED STATEMENTS

HACOHEN presented the audit.

**REF DOCS:** March 31, 2016 Audited Statements

She noted the losses in the Food and Beverage Fund was significantly higher than budgeted. Key factors were increased staffing in the kitchen and serving hours, retroactive wages related to the previous year, sales were down ~7,000 from the previous year. This issue was compounded by membership revenue being much lower than budgeted (by ~16,000). This Fund was also affected by the retroactive wage increase.

In response to a question about the cause of lower member revenue, HACOHEN responded there was some fluctuation in membership fees, but that the primary issue was budget error, and this was corrected for 2016-17 budget.

HACOHEN reported the Health and Dental fund was in surplus, but the plan seems to have come back into balance between fees and expenses, and the surplus was lower than in the past few years.

HACOHEN reported that despite the problems faced in the past year, the Society is in a strong position overall. The restaurant continues to be the major point of stress. The GSS has also learned that enrolment
has dropped 2% this year, which will put a strain on the Operating Fund budget for 2016-17 fiscal year. The GSS has already responded to some of these concerns – in the 2015-16 year, the budget format was revised to be consistent with the audits to allow for better planning information and transparency, work to contain food costs was successful, and the fee referendum has freed some revenue for the Operating Fund. In the restaurant, the menu was reconfigured to improve net revenue, the GSS purchased a freezer to allow bulk purchase of meat in the season when pricing is lowest, and software was purchased to systematize menu pricing. The menu prices were raised overall, while the grad student discount was increased to keep prices the same for members.

**MOTION:** RESOLVED to accept the 2016 audited statements as presented.

M/S BAKER/MEYER
CARRIED

**REAPPOINTMENT OF THE AUDITORS**

**MOTION:** RESOLVED to reappoint Obara & Company as the Society's auditors.

M/S VANCE/ESO
CARRIED

**CONSIDERATION OF MOTIONS RECEIVED WITH NOTICE**

SCHOSTEK referred members to the briefing on proposed bylaw changes.

**REF DOCS:** 2015-10-03 Briefing on proposed bylaw changes to bring bylaws into compliance with the Society Act

Motions related to Society Act Changes

1/3

**MOTION:**

RESOLVED to strike Section 3 of the GSS Constitution; and

FURTHER RESOLVED to add the following section to Bylaw XVI – DISSOLUTION OF THE SOCIETY:

"Upon winding up or dissolution of the Graduate Students' Society, any assets remaining after the satisfaction of its debts and liabilities shall be given or transferred to such Canadian students' organizations promoting objectives similar to those set out in the University of Victoria Graduate Students' Society constitution. This article is alterable."

M/S HORAN/OSBORNE
CARRIED

2/3

**MOTION:**

RESOLVED to amend the definition of Special Resolution on the GSS bylaws as follows:

"Special Resolution" means a resolution that passes with a seventy-five percent (75%) two-thirds (2/3) majority.

M/S GALITZINE/LIGHT
CARRIED

CHAPPEL explained that this change was approved in a past meeting, but it could not be implemented because of the rules governing societies in BC at the time. Since the Societies Act has been updated, there is now an option to proceed with this change, so the board is reintroducing it for consideration.
VANCE asked how often Special Resolutions arise.

CHAPPEL explained a special resolution is required for motions to change bylaws, borrow funds, or remove members from the Executive Board. Bylaw changes are fairly frequent, the others are rare.

MOTION:

RESOLVED to amend Bylaw 4 to add the following sub-section

4.12 Stipends for the Electoral Officer and Electoral Appeals Committee

The Electoral Officer shall be paid a stipend for each Election and Referendum period. The stipend for the Electoral Officer shall be set by the Stipend Review Committee and approved at a general meeting.

In the event that the Electoral Appeals Committee convenes an appeal hearing, members of the Electoral Appeals Committee shall be paid a stipend. The Stipend for the Electoral Appeals Committee shall be set by the Stipend Review Committee and approved at a general meeting.

M/S HACOHEN/ MARTIN

In response to a question from HORAN, CHAPPEL explained the bylaws do not provide for a stipend top up, but stipend reports that were adopted at past general meetings provided for this. Current bylaws do not mention an Electoral Officer stipend.

HORAN noted that GRC did not feel a stipend for the Electoral Appeals Committee was needed as it rarely met—only once in the past decade.

MOTION to AMEND:

RESOLVED to amend to motion to strike the paragraph “In the event that the Electoral Appeals Committee convenes an appeal hearing, members of the Electoral Appeals Committee shall be paid a stipend. The Stipend for the Electoral Appeals Committee shall be set by the Stipend Review Committee and approved at a general meeting” so that the motion reads:

RESOLVED to amend Bylaw 4 to add the following sub-section

4.12 Stipends for the Electoral Officer

The Electoral Officer shall be paid a stipend for each Election and Referendum period. The stipend for the Electoral Officer shall be set by the Stipend Review Committee and approved at a general meeting.

M/S FORTIN/HORAN
AMENDMENT CARRIED
MOTION CARRIED AS AMENDED

Motions to update the GSS elections bylaws

REF DOC: 2016-10-16 Briefing on proposed bylaw changes related to elections to the GSS Executive Board

1/5
MOTION:

RESOLVED to amend BYLAW 4.1 as follows:

The Electoral Officer shall:

a. Be appointed by Grad Council; at least twenty-eight (28) days before an election
b. Be appointed in September, for a term that ends with the term of the Grad Council;
c. Not be a nominee for any elected office of the Society nor be a current voting
   member of the Executive Board nor be a registered member of any referendum side;
d. Be responsible for the operation of all elections, by-elections and referenda
   according to the By-laws of the Society;
e. Notify all candidates of the Schedule of Elections;
f. Work with the Electoral Appeals Committee.

M/S OSBORNE/ VANCE
CARRIED

2/5

MOTION:

RESOLVED to amend BYLAW 4.7 as follows:

Election Nominations and Referendum Sides:

a. Nominees must be members of the Society. The Electoral Officer, and members of
   either the Electoral Appeals Committee, cannot stand for election to the Executive
   Board Members or of the Stipend Review Committee cannot stand for election to the
   Executive Board during the term of the Graduate Representative Council in which
   they were appointed in a regular election.
b. Nominations must be signed by the nominee, and ten nominators, who must be
   members of the Society.
c. Nominations must be returned to the Electoral Officer no later than the close of
   nominations.
d. People wishing to campaign for a referendum side must register with the Electoral
   Officer prior to beginning to campaign for that referendum side.

M/S VANCE/ MEYER
CARRIED

3/5

MOTION: RESOLVED BYLAW 4.11 is amended as follows:

In the event that no nomination is received for an Executive Board position during the normal
_ordinary_ electoral nomination procedures as outlined in Bylaws 4.1 through 4.11D, the following
extraordinary elections procedures will be followed.

M/S HACOHEN/ SCHOSTEK
CARRIED

4/5

Motion: RESOLVED to amend BYLAW 10.1 as follows:

"Directors of the Executive Board shall receive an annual stipend in an amount to be
recommended by the Stipend Review Committee and approved at a General Meeting. The
Committee will be elected by the Graduate Representative Council annually. Terms of reference for the committee will be set by the Graduate Representative Council, but the Committee's purpose(s) must include an annual review of the directors' hours and stipends. The Stipend Review Committee may invite any member of the Executive Board to submit information pertinent to the work of the committee. However, no current Executive Board member may sit on the Stipend Review Committee. Further, no current member of the Stipend Review Committee may stand for election to the Executive Board as per Bylaw 4.7.a."

M/S HACOHEN/ LIGHT
CARRIED

MOTION:

RESOLVED to amend bylaw 4.11 as follows:

"4.11 Extraordinary Election Procedures:

In the event that no nomination is received for an Executive Board position during the normal electoral nomination procedures as outlined in Bylaws 4.1 through 4.110, the following extraordinary elections procedures will be followed:

i. The electoral officer will issue a call for candidates for any Executive Board positions for which there is no nominee. Call for candidates will be issued via email to all members of the Society and posters in all academic units stipulating the process as outlined in Bylaw 4.11.ii.

ii. Candidates can nominate themselves in person at the Semi-Annual General Meeting, or submit a written statement of candidacy to the electoral officer at least one day prior to the Semi-Annual General Meeting."

M/S HACOHEN/MEYER
CARRIED

HACOHEN gave report on GRAD HOUSE RESTAURANT renovation, referring to the briefing provided in the meeting docket.

REF DOC: 2016-10-25 Briefing on Building Renovation Proposal

Motions to authorize borrowing for a renovation of the Grad House restaurant

MOTION

RESOLVED the directors of the University of Victoria Graduate Students' Society are authorized to borrow funds for the purpose of renovating the Grad House restaurant in accordance with the renovation plan presented; and

FURTHER RESOLVED this authorization is valid up to the amount of $400,000; and

FURTHER RESOLVED this authorization is contingent on the GSS securing lending provisions that allow a reasonable expectation of loan repayment within seven years.

M/S HACOHEN/SOMMERFIELD
CARRIED
OTHER BUSINESS
FORTIN reported the Director of Student Affairs, David Schostek had to resign due to a co-operative studies term. As a result Grad Council will have a special meeting Tuesday, November 1, 2016 to elect an interim Director of Student Affairs to serve the remainder of the term. Any graduate student is eligible to stand for election.

FORTIN reminded members that the annual Hallowe’en cookie fundraiser for graduate student bursaries is in the last week of October.

ADJOURNMENT

MOTION:
RESOLVED to adjourn the meeting.

M/S LITKE/MEYER
CARRIED

The meeting was adjourned at 6:50 pm.

[Signatures]

Approved, Chair
BS/SC

Approved, Executive Director