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**Fall General Meeting**

King's Students' Union 2014/2015

Wednesday, September 24, 2014, 6:30pm

KTS Red Room (2nd floor NAB)

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**Call to order – 7 19pm**

**The chair recognizes that the meeting is taking place on unceded traditional Mi'kmaq territory**

**1. Adoption of Agenda**

The agenda is adopted with unanimous consent.

**2. Approval of Minutes from March 31, 2014**

The minutes are approved with unanimous consent.

*Reports of the executive (approximately 30 minutes)*

**3. Reports of the Executive Committee (attached)**

- 4.1 Report of the President
- 4.2 Report of the Vice-President (Student Life)
- 4.3 Report of the Vice-President (Financial)
- 4.4 Report of the Vice-President (External)

Ms. Michaela Sam said that Katie Douglas recently resigned; she did an amazing job, and we are currently running a by-election to replace her. The VP-External runs various campaigns for the union, and her report from the previous council meeting is attached.

- 4.5 Report of the Vice-President (Communications)

**4. Action Items**

*Special Resolutions and referring items to Council (approximately 40 minutes)*

4.1 BIRT if quorum is lost, any items not disposed of at this General Meeting be referred to Council for final decision.

*Moved by Jacob Baker-Kretzmar*

Mr. Jacob Baker-Kretzmar said that we have quorum for this meeting. If we lose quorum we can't continue voting on things; this motion allows us to take anything we don't get to tonight and take it to council this weekend. We do this so that these things end up happening, so that we don't get stuck with things that aren't voted through.

*The motion is adopted.*

- 4.2 BIRT the proposed 2014-2015 Budget be adopted.

*Moved by Emily Rendell-Watson*

Ms. Emily Rendell-Watson said that there is a typo in the budget – the revenue should read 131,959.14\$. In the spring we budgeted for anticipated enrollment; when enrollment changed we had to rebudget. Budget process always involve consultation with UHPs, staff members, councillors, ect. We look at past year's spending, where we can make and would like to see changes. We go back and forth a lot, these numbers are not the product of just one or two meetings.

There are a lot of areas in the budget that we weren't able to touch in rebudgeting – they are either already spent or are already set, like staff-people contracts. Insurance, the legal fund, auditing have either been spent or are set. Many of the expenses are numbers like this.

A lot of places we're taking 50, 100\$ here and there. We didn't have a line for ad hoc the previous year, we added it last spring as a committee. We set that amount to a hundred dollars. We didn't change the amount given to elections committee, because it works hard for an intense period of time. They dedicate a lot of time. We had a President's/Executive line last spring, but that is gone because we have to get rid of things that aren't absolutely necessary. That would normally go towards things like snacks. Academic committee stayed the same, and some people will be elected to that tonight. Similar to elections. Finance committee came down by 50\$ because it is relatively small. We would have had a yearbook line, which wasn't spent for the last book, because we produced two books in the last academic year. That book has now gone to press, but we have decided to not produce a yearbook in the future. Bylaw reviewed stayed the same. External affairs was cut because the campaign line accounts for those meetings. Sustainability came down to 100\$ to be in line with other committees.

The numbers on the left are from the previous year – not from the spring, but last year's 2013/2014 budget. The numbers on the right are the suggested budget.

Executive changeover changed from 250\$ to 200\$, because it has to support a changeover of 10 people. The contingency fund is roughly 3.5% of the budget, what you typically try to aim for. We do have an unbalanced bottom line that will draw from the contingency fund.

The next change was office supplies – something that the campaigns coordinator spoke to. Came down by about a hundred dollars based on numbers from previous years. Awards line – goes towards the awards night in the spring, buying new plaques, engravings, K-pins, ect. The SLVP felt the line could go down to 600\$. Campaigns – was set at 2000\$, has been cut to 1500\$. Katie the former External VP helped come up with this number, and we're confident that the incoming External VP will be able to work with this number.

Events – the SLVP is gearing up for a particularly thrifty year this year. 500\$ was cut, bringing it to 1000\$. Yearbook was brought down to 500\$ - we are not creating a yearbook any more. This is still in the budget because we haven't paid for the 2013/2014 yearbook yet – the invoice will come in soon. In the future that line won't be in the budget.

Sustainability – worked with the Sustainability office to create a new budget for the line, to bring it in line with the campaigns line. It's back to 900\$, where it was in the last budget.

Travel and conferences was set at 3500\$; we sent four people to the CFS General meeting in the summer, and we wanted to send two or three to the GM in the fall. Because of the financial situation we are just sending one, Michaela, bringing the line down.

This leaves us with a deficit of ~350\$. The reason we have a deficit is because it has to be posted a week before the general meeting; we didn't have final enrollment numbers then. The drop date has now passed, so we were able to update the numbers, giving us this deficit.

*Ms. Emily Rendell-Watson moved to amend the budget by subtracting 352.98\$ from the contingency fund of the 2014/2015 budget.*

*Duly seconded.*

Ms. Emily Rendell-Watson said that we're looking to take the amount of the deficit out of the contingency fund to cover the shortfall.

*The amendment is adopted.*

Mr. Curran McConnell asked if we have any assets or debts.

Ms. Emily Rendell-Watson said that the bottom line would reflect any assets or debts – it is currently at zero.

Mr. Peter Howe asked if the things that weren't discussed couldn't be changed because of contracts.

Ms. Emily Rendell-Watson said only the staff people had contracts, but things like insurance have already been paid.

Mr. Peter Howe asked for an elaboration of photocopying, internet, and campus safety.

Ms. Emily Rendell-Watson said that photocopying is based on what we did last year. We decided to do it differently this year, taking societies and frosh week out of the line and drawing their printing fees from their levies. The money goes towards agendas, the pages you have with you now, ect.

Telephone lines and internets – we have a phone line and several computers in the office.

Campus safety – this is the budget for the campus safety coordinator. Goes towards workshops, speakers, similar to the sustainability line.

Mr. Jacob Baker-Kretzmar said that the campus safety line is lower because sexual health products have been removed from the line – the total has actually gone up, but has been split into two lines.

Mr. Connor Johnson asked about the staff cellphones – why is there a need for them?

Ms. Emily Rendell-Watson said that they were included in the telephone line previously, they have been moved out for transparency. Hasn't changed.

Ms. Michaela Sam said that there's a typo – it says proposed instead of amended. This budget has already been proposed and has passed, we're just amending this because of enrollment numbers.

*Ms. Michaela Sam moved to amend the motion by striking out proposed and replacing it with amended.*

*The amended is adopted.*

Mr. Benjamin Singbeil asked if the budget reflects the surplus from last year.

Ms. Emily Rendell-Watson said that that number goes into savings.

Mr. Benjamin Singbeil asked how that works – can we know how much there is? What is it used for?

Ms. Emily Rendell-Watson said that the revenue isn't money that we start with at the start of the year- it comes in throughout the course of the year. We had several expenses over the summer, and haven't received student fees for this year yet. The previous year's savings are not in this budget.

Ms. Sarah asked why the legal fund was doubled from last year.

Ms. Emily Rendell-Watson said this is based on stuff life contracts, we're hoping to do risk-management this year. Can account for stuff that we aren't anticipating but that may need a lawyer.

Ms. Claire Bernard asked about the dishwasher – the KSU didn't give the money, they loaned it, and the loan repayment isn't reflected in the budget.

Ms. Emily Rendell-Watson said that we don't reflect loans in the budget, because the money will be coming back to us. It isn't reflected either way. Some of the Wardroom finances are confidential, so there are issues with putting that in the budget.

Ms. Joy Shand asked if there's a plan for managing the Galley deficit – 360\$?

Ms. Michaela Sam said that the Galley is managed by the hospitality manager. It also has a board of directors, who is responsible for ensuring the financial stability of the Galley. We started with certain principles, like affordability and local food. Can't speak to specifics about the plan, because the board hasn't met yet, but you can talk to me about any issues.

Mr. Peter Howe asked what happens to contingency money if it is unspent.

Ms. Emily Rendell-Watson said it would continue over to the next year. Happy to talk about this during office hours, but we never reflect the amount carried over.

*Mr. Alex Bryant moved to amend contingency line in the Galley Levy section by striking out 2492\$ and replacing it with 2132\$.*

The Galley levy, after we rebudgeted for enrollment, went down. We still need to mark down the contingency line to account for that.

*The amendment is adopted.*

Mr. Kevin Brown asked where the contingency money that isn't spent actually goes.

Ms. Emily Rendell-Watson said that it goes to our savings account.

*Ms. Emily Rendell-Watson called the question.*

*Duly seconded.*

*BIRT that the amended 2014/2015 budget be adopted.*

*Debate closed.*

*The motion is adopted as amended.*

4.3 BIRT the amended Bylaws and Operations Policy be adopted.

*Moved by Jacob Baker-Kretzmar*

Mr. Jacob Baker-Kretzmar said that underlined things are being added, stricken items are being removed. Campus safety, external affairs, and finance committees are being changed. Because the KSU is registered with the province, we have to have legal bylaws. Bylaws are things we have to follow; operations dictates how we operate on a day to day basis. The bylaw committee recommends these changes.

Campus safety – the starting paragraph is edited for clarity and redundancies. A day student representative is replaced with a day student society's representative, appointed by the DSS executive – similar to the DSS rep on council. Patrol representative, also very vague, is replaced by a patrol supervisor and the wardroom staff manager. Felt that it was important for these people to be on the committee.

Ms. Joy Shand asked if the patrol supervisor is meant to be different from the DSS representative.

Mr. Jacob Baker-Kretzmar said yes, to maintain the number of people on the committee. It's an open committee, anyone who wants to can come. The mandate is changing – two meetings per year, outline of their goals in meetings, and a mandated report to council are now all required.

Ms. Joy Shand asked what programs we have.

Mr. Jacob Baker-Kretzmar said the campus safety coordinator, Emma Kenney, runs programs on campus. You can email her at [campussafety@ksu.ca](mailto:campussafety@ksu.ca), and arrange a meeting. One thing she does is coordinates the sexual health products on campus.

External affairs – the name is changing to the external action committee, to better represent what it does. This is taking the place of Action! King's. A day student rep and first year rep are being removed from the committee – this is very vague, no process to elect them, and this is also an open committee – anyone who wants to participate already can. Residence representative has been changed to either the Chair of Bays or President of Alexandra Hall, again for clarity. Makes it easier to pick someone to fill the role, and provides someone who has actually been elected by students. Adding the campus safety coordinator and the sustainability officer. Felt it was important for them to be on this committee because it ties in to their roles. Mandate has also been expanded and clarified. Now mandated to organize action, prepare materials, support CFS and the union, and educate students about campaigns and issues.

Finance committee – four general members (who will be elected tonight) will be elected at the first council meeting of the year. Finance only makes recommendations, not decisions – focuses on council, and so can be elected just by council. We need a finance committee early in the year, because we have so many societies looking for funding early in the year. In the past that is how the committee has function, it's usually elected at the first council meeting, we're just fixing the bylaws. There was a typo regarding the fiscal year – now April 1 – March 31 instead of September 1 – August 31. We're also moving this into the operations policy from bylaws. Bylaws are things that affect the entire membership, that need to be accountable to everyone, and that council shouldn't have jurisdiction over. Finance can't make binding decisions, is a committee for council, so it should be moved to operations to designate it as such.

Mr. Peter Howe asked about the external actions committee – is the position offered or required? Can it be declined?

Mr. Jacob Baker-Kretzmar said that they can decline; in the case of the council rep, there is a mechanism to hold an election for the spot if both do decline, and we'd do something similar here.

Mr. Sam Gleave asked about the role of the finance committee – is it less important? Why is it moving to operations?

Mr. Jacob Baker-Kretzmar said it's being moved to operations because it can only make recommendations – it couldn't do something like amend the budget. Bylaw committee is in the bylaws because it changes how the union can actually govern.

Ms. Emily Rendell-Watson said that finance acts as a filter – goes through questions and changes that need to be made regarding funding requests, shortening council debates. Looked into executive honoraria last year, and reviews the budget before it comes here. Talks through things, but isn't a decision making body.

Mr. Sam Gleave said that funding requests and honoraria should have a decree of honoraria from council.

Ms. Emily Rendell-Watson said that it shouldn't; council is elected by the students, and it should be that representative body making the final decisions on these sort of things.

Ms. Michaela Sam said that having it in operations is a reflection of the fact that when we vote on the budget the vote resides in the membership and not in the finance committee. It is also a practical change, so that we can have the committee start early in the year before the AGM.

Mr. Jacob Baker-Kretzmar said that changes to the operations committee would be special motions, and would require extra notice – it is still difficult to change.

*The motion is adopted.*

Ms. Haritha Popuri said that there will be as many votes as there are blanks for the upcoming items.

*Items concerning committee elections and reports (approximately 40 minutes)*

4.4 BIRT \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_  
be appointed to Elections Committee for the 2014-2015 academic year, effective Friday September 26,  
2014. BIFRT \_\_\_\_\_ and \_\_\_\_\_ be appointed as alternate members of the Committee.

*Moved by Jacob Baker-Kretzmar*

Mr. Jacob Baker-Kretzmar said that the elections committee is chaired by the CRO. Normally elected in March, but we didn't get to it at the last GM so we're doing it now. They help take votes, count ballots, organize speeches, etc. There is a date in this motion – we needed an elections committee to run the election that we're currently in, so we elected an interim committee at the last council meeting. The date allows the new committee to take effect after the current election is done, so that the current committee can finish the election that they started.

*Ms. Emma CRO nominated Erica Guy, Meg Shields.*

*Ms. Margaret Hazen self nominated.*

*Ms. Emma CRO nominated Jake Clancey-Edwards, Bryn Shaffer, and Thomas Goessaert.*

*Ms. Claire Burnard called quorum.*

Ms. Haritha Popuri said we have three options; we can wait and try to reobtain quorum, set a time for another AGM, or we can adjourn.

Ms. Margaret Hazen asked how many we need.

Ms. Haritha Popuri said seven more.

*8 52pm – break to regain quorum*

*9 04pm – call to order*

Ms. Haritha Popuri said we are about halfway through the agenda, but this part will go very quickly. Nominations for elections committee are still open – we have six for regular members, alternates will be elected afterwards. Nominations are now closed.

Ms. Emma Morris said that Erica Guy has been on elections committee this year and last; she has lots of experience and enthusiasm.

Ms. Meg Shields said that she is on interim elections committee right now and loves it.

Ms. Margaret Hazen said she is currently the longest running member of the elections committee. She was deputy returning officer last year. Counted for three different elections, has the most experience.

Ms. Emma Morris said that Jake Clancey-Edwards is also on the interim committee, has been a great asset, organized and cheerful.

Ms. Bryn Shaffer said that she is also on the interim committee, loves helping with it.

Mr. Thomas Goessaert said that he has passed grade 11 math; he has never been on the committee but has been in an election. Loves everyone on the list.

*The six blanks are filled with the six names with unanimous consent.*

Mr. Taylor Syracuse said that we don't need motivations if there are six blanks and six people.

Mr. \_\_\_ nominated Daniel Class as alternate.

Mr. \_\_\_ nominated Nick Harrison as alternate.

*The two blanks for alternate are filled with the two names with unanimous consent.*

*The motion is adopted as amended.*

4.5 BIRT \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be appointed to Finance Committee for the 2014-2015 academic year.

*Moved by Emily Rendell-Watson*

Ms. Emily Rendell-Watson said that finance committee meets weekly or bi-weekly to review funding requests, travel bursaries, and look into exec honoraria, provide input on the budget, ect.

*Ms. Emily Rendell-Watson nominated Joy Chan, Nicki Folley, Benjamin Singbeil, Elizabeth Diniz, Camille Malcolm, and Nuala Polo.*

Ms. Emily Rendell-Watson said that Joy is a lovely person, is currently the front desk supervisor, was the chapel treasurer, was a previous comptroller, and wants to be on the committee because she has experience and would like to be more active in the KSU.

Ms. Emily Rendell-Watson said that Nicki Folley would like to be more involved with the KSU; she both appreciates the union and loves King's as a community. She would like to be able to work with other students to get more involved and foster the King's community. She appreciates the role that finance committee plays.

Ms. Emily Rendell-Watson said that Benjamin Singbeil was the finance guy for frosh week, definitely organized and efficient, extremely pleasant, and his previous experience with frosh week would be very helpful to have on the committee.

Ms. Elizabeth Diniz said that she is in first year and would like to get involved. Would like to know where her dues are going; she is a female from a low income family and would like all voices to be represented. Was a secretary in her high school's student council, and has experience budgeting.

Ms. Emily Rendell-Watson said that Camille Malcolm is a science student and a varsity athlete. She feels that it would be great to have those constituencies represented on committees, and would like to be included in the decision making process at King's.

Ms. Nuala Polo said she is also in first year; was involved with finances in high school, and worked closely with the student council. Has worked in the financial process, and really likes math. A very dedicated person, willing to make this time commitment.

Ms. Haritha Popuri said that everyone gets four votes, maximum of one per nominee, and you do not have to use all of your votes. It is appropriate to vote yourself if you put your name forward.

There is a three way tie for the fourth position; we will have another vote, where every person has two votes, between Elizabeth Diniz, Camille Malcolm, and Nuala Polo.

*The blanks are filled by Joy Shand, Benjamin Singbeil, Nuala Polo, and Elizabeth Diniz.*

*The motion is adopted as amended.*

4.6 BIRT \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be appointed to Bylaw Review Committee for the 2014-2015 academic year.

*Moved by Jacob Baker-Kretzmar*

Ms. Michaela Sam said we have lost quorum. These meetings do take a long time, and these meetings are important. We are quite far in the agenda. Recommends we move to adjourn.

*Mr. Jacob Baker-Kretzmar called quorum.*



*Ms. Michaela Sam moved to adjourn.*

*Duly seconded.*

*The motion is adopted.*

*Adjournment, 9 28pm.*

4.7 BIRT \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be appointed to Academic Committee for the 2014-2015 academic year.

*Moved by Alex Bryant*

4.8 BIRT Katie Douglas and the incoming External Vice-President prepare a report on the Environmental Affairs Committee, to be presented to Council no later than October 19, 2014. BIFRT they include in the report, if necessary, a plan to restructure or amend the Committee's terms of reference.

*Moved by Jacob Baker-Kretzmar*

## **5. New Business**

### **Adjournment**

DRAFT