



Agenda for KSU Council Meeting
King's Students' Union 2023-2024
Sunday October 15th, 2023 at 10:00am ADT
In the King's Boardroom

Voting members present:

Interim President - Sara MacCallum
Student Life Vice President - Kaitlyn MacNeill
Financial Vice President - Kerri Lawrence
External Vice President - Terra Carter
Arts Representative - Cece Leckie

Non-voting members present:

Chair - Daniel Wesser
Scribe - Eva Eusanio

Voting Members absent:

Resident Representative - Mckenzy Flowers
Communications Vice President - *Vacant*
Board of Governors Representative - *Vacant*
Board of Governors Representative - *Vacant*
Day Students' Society Representative - Gabriell Drapeau
Science Representative – *Vacant*
Journalism Representative - *Vacant*

Call to order at 10:26 am ADT.

Chair recognized the unceded and unsundered Mi'kmaq territory, noting that we keep in mind the colonial history of the institution when we conduct business

1. Adoption of Agenda

Revised Agenda Adopted. Edited again to add in new business.

2. Approval of Minutes

2.1 Approval of Minutes from Council September 24th, 2023
Moved by Sara MacCallum. Voted and approved.

3. Oral reports of the councillors

3.1 Cece Leckie reported that there is nothing to report on. She asked how the elections are going to work this year. Sara explained that there are several people running and the voting is happening this Thursday and Friday. Cece asked if she was required to stay for that, and Terra said no. Cece thanked everyone for a great time with the council.

4. Reports of the Executive Committee (attached)

4.1 Report of the President

Sara did not have a report for this week because of midterms but will have a report soon. The end of September highlights were how the Galley was doing and how things are going well, and they are going to keep experimenting on how to keep things running. The Galley levy was approved to be paid towards the loan. TWAK has been going well, and the CVP position is open for new candidates. There have been 3 Exec meetings. Sara said that she is also preparing for the AGM and has been working a lot on bylaw amendments that should go out on Monday.

4.2 Report of the Student Life Vice-President

Kaitlyn said she has had some meetings with Danja to start up FYP Sundays, and they are starting properly this upcoming FYP Sunday week. She went to a student activism organizing meeting with the CFS, and it was nice seeing students being so passionate. She has been preparing for the AGM and meeting with societies to have one-on-one training.

4.3 Report of the Financial Vice-President

Kerri said that he also attended the Galley board meetings and was happy to see how well things were going, acknowledging how much work Ell put into it. He has been working on a lot of budget stuff and was unable to attend the previous Boardroom advisory meeting because of another meeting. Kerri said that the university is facing a very difficult financial time and is trying to avoid a potential impact on students, like budget cuts to departments. This will place a lot of stress on existing professors and staff. Kerri said that she wants to find ways to maintain support for students during this.

4.4 Report of the External Vice-President

Terra said that recently they have been doing a lot of preparatory work. They met with Venus Envy, and South House and also will be meeting with RadStorm and the Youth Project, hoping to get students off of campus and bring community onto campus because of the protests and political movements across the country. Terra urged people to show up. Terra met with an old WUSC coordinator and wants to amalgamate the Dal and Kings branches. Also is helping Sara with some recent reports.

Terra said that meeting with RadStorm has been giving Terra pointers on protest skills and also looking to organize a trans Day of Remembrance event.

4.5 Report of the Communications Vice-President

Sara said that she already covered it in her president's report.

5. Action Items

5.1 Whereas the Contemporary Studies Society filled out their ratification form and attended Society Training and Anti-Oppression Training; and

Whereas the CKDU-FM Society filled out their ratification form and attended Society Training and Anti-Oppression Training; and

Whereas NSPIRG filled out their ratification form and attended Society Training and Anti-Oppression Training;

Whereas the Day Students' Society filled out their ratification form and attended Society Training and Anti-Oppression Training;

BIRT the Contemporary Studies Society, CKDU-FM Society, NSPIRG, and the Day Students' Society be fully ratified and recognized as societies of the King's Students' Union.

Kaitlyn said that these societies are very cool and that she was excited to see what and will do on campus this year.

Moved by Kaitlyn MacNeill. Seconded by Sara MacCallum. Passed.

5.2 BIRT The King's Theatrical Society receive \$769.00 in contingent funding to purchase a new amplifier for their sound system, due to the spontaneous combustion of the previous amplifier.

Kerrie said that it is a big sum but needed and a critical part of the KTS's functioning.

Moved by Kerri Lawrence. Seconded by Terra Carter. Passed.

5.3 BIRT The UKing's Literary Society receive \$90.19 in noncontingent funding for their event hosted on the 11th of October, 2023, titled "Silver Screen Movies and Shows."

Kerrie said that it was the same breakdown as last time, and it is important for one of King's oldest societies to stay running smoothly.

Moved by Kerri Lawrence. Seconded by Terra Carter. Passed.

5.4 BIRT The Dal/King's Craft Society receive \$198.25 in contingent funding to purchase craft supplies and storage, to be used at events throughout the year.

Kerrie said that this will probably become a regular funding request from this society.

Moved by Kerri Lawrence. Seconded by Sara MacCallum. Passed.

5.5 BIRT The UKing's Literary Society receive \$800 in noncontingent funding to provide four honoraria of \$200 each to authors who will be presenting at their Poets Live event on the 19th of October 2023.

Moved by Kerri Lawrence. Seconded by Sara MacCallum. Passed.

5.6 BIRT The King's Jewish Cultural Society receive \$50 in contingent funding for their AGM, hosted 14th September 2023.

Motivated by Gaby Milner, she said that the event had already passed. Sara asked what the money was used for. Gaby said it was used for the Rosh Hashanah celebration, which was also an AGM, and funded food like apples and honey and some traditional New Year's activities.

Moved by Kerri Lawrence. Seconded by Terra Carter. Passed.

Sara asked Kerri what was the total for funding. Kerri answered, "ballpark \$16,000." Daniel said that everything they were voting on today was totalled at \$2,100.

Kerrie talked about the retroactive motion from the previous meeting and that all the money will be retroactively provided despite having no council.

6. New Business

6.1 Notifying council about the KSU Executive Statement on the Escalation in Violence in Israel and Palestine.

Sara said that she had received a lot of messages about the pro-Palestine repost on the KSU Instagram. Sara apologized and wanted to affirm that KSU supports all students and said that it is a complicated situation and students should be treating each other with respect and kindness during this time.

6.2 Question about finances and communication from the King's Jewish Cultural Society.

Gaby Milner motivated and read out a statement. She said that she was there to raise a concern about the lack of communication about finances between their society and the council. She said that they know that retroactive funding was approved so things could happen at this meeting, but that was not communicated, and so they remained in the dark. Gaby explained that the King's Jewish Cultural Society submitted one financial request for \$50 on September 13 and a second for \$195, submitted on September 20. After checking council minutes, she saw that the second chronological funding request, submitted on September 20, was approved on September 24. The first funding request, submitted on September 13, was unknown to them until Gaby saw the minutes for today's meeting. Gaby said that at no point did they receive any emails from the FVP in response, letting them know these had been received or approved.

Gaby explained that on the society ratification form they completed, they were told that societies would receive notification on the approval or denial of their requests, as outlined in point 6 under the heading Contingent Funding Process. They also sent emails asking for copies of financial request forms, as outlined in the ratification form, in an email sent out by the Student Life VP after ratification and in society training. None of these were responded to.

Gaby said that she understands that these requests were submitted before society training and ratification had been fully completed and the financial request forms were posted on the KSU website, but the events the funding were directly linked to Jewish holidays that occurred then.

Gaby said they checked in numerous times at the KSU office, admittedly not during the FVP's office hours. However, in the previous year, the society had been receiving cheques from whoever was in the office, Gaby explained, after it had been prepared by the FVP. Gaby said according to the society ratification form, cheques would be available within 2 business days of receiving requests, and societies should be emailed to let them know. This is points 9 and 10 of the Contingent Funding Process on the ratification form.

Gaby said that they were told by the Coordinator that the Coordinator did not have information about the funding. The society received one follow-up email from the Coordinator confirming the approval of one of the funding requests, though not specifying which one.

Gaby shared on a more personal note, the society does assume representation for a minority group on campus, and they have had an extremely emotionally exhausting week. The situation also creates anxiety around asking for money. Gaby said that they are raising this concern now because they would like to relieve some of the emotional exhaustion so the society can focus on other things.

Kerri spoke first and apologized very sincerely for the lack of clear information and on the lack of follow-up with the society. He said that this would understandably be a very stressful situation for the KJCS, and Kerri apologized for it all again. Kerri said he will have a cheque written. He said that, unfortunately, he couldn't keep track of them, but Gaby will receive the funding today. Kerri said that this has immediate effects on students, and that is not okay. Kerri said that there will be elements of this being checked on by other executives soon. Gaby said that the ratification form is all they have for rules on communication, and they feel like they have kept their half of the agreement but have not received the same from the KSU.

Terra acknowledged that it was important that Gaby came and held council accountable for this. Gaby said that she understands it is a hard time, but the exec of the KJCS have skipped classes to stay on top of running their society and have had to listen to many of their members grieve in the last week. Terra asked to offer support by requesting amnesty from professors, and Gaby said thank you, but it has already been a week.

Sara thanked Gaby for being there and said that she would figure out ways to help change the system and improve communication between the KSU and societies.

Moved by Kerri Lawrence. Seconded by Terra Carter. Passed.

Kerrie requested a brief recess to give Gaby the cheques for the funding request from 5.6 and 6.2. On recess until 11:32 am.

7. Summer Report of the Financial Vice President

7.1 Kerri had a prepared presentation for his summer report that has 5 parts. Kerri said that making the process more efficient in terms of KSU finances has been neglected for many years. During the summer, Kerri worked on making the books more up-to-date because that has not happened since 2018. This was a lot of work on top of general operations. Kerri said that he worked throughout the summer for this reason.

In part 1 of the report Kerri presented a breakdown of summer hours that totalled 516 hours, totalling to \$7822.50. Kerri mentioned that she did not submit a regular written report over the summer, but the next report will include a more detailed monthly report. The report discussed the workload and the difficulties of operating at King's as a small school. Because of low engagement, it is hard to get things done. Kerri wanted to emphasize that the recommendations should be sent through more processes and also that many of the necessary committees to do this do not exist.

Part 2 of the report outlined how the bookkeeping works and that he is hiring an accountant from Moonlight Bookkeeping. Traditionally, the KSU would vote on hiring bookkeepers, but this only came to Kerri's attention this August because of issues with the previous contract. Kerri did not bring his work with Moonlight Bookkeeping to the council because she did not know that this was how this was supposed to work. The report from Moonlight will be available soon. Kerre does not think that an audit would be able to occur this year because it takes so much time, which is why Kerri wanted to do a review instead of an audit. Expenses may go up because the Hospitality Coordinator has not been reimbursed for mileage, which will now be helped by an Xpass. Kerri said that it is unclear how the KSU savings fund has been previously reported in the budget, and he is looking for outside help to see how it should be done. Kerri brought up funds for graduation gifts which used to be the responsibility of the graduation committee, and Kerri recommends that when the KSU reviews the Operations Policy section regarding the graduation committee, a clause be put in detailing the collection and use of funds for graduation gifts.

The KSU has not been reporting the O-Week fees but they will now be reflected in incoming budgets. Once there is a more accurate review of the KSU budget, Kerri would like there to be a financial sustainability committee. Kerri recommended appointing a co-op business student from Dalhousie for the winter term to help the FVP because there are a lot of things that King's students do not have structural access to, like people who understand formal business dealings or how finances ought to operate.

Kerri said that 2.4 of the report was about financial policy and financial rules. This outlines what the executive and other committees can and can't do and when things need to go to council, for example, if it's a purchase of over \$1000.

Kerri said that 2.5 of the report was about a finance committee. A description of the finance committee has not been updated in the operations policy since 2012, Kerre said and then urged it to be done. This description includes what membership is, who the voting members are, etc. There is a contradiction between the operations policy of funding, the operations policy description of funding requests and how it is all completed.

Kerri continued with section 2.6 about levies. There is no previous levy ratification policy outside of what is in the bylaws, which is extremely limited. There is from 2015 an external levy policy report from the previous FVP, including proposed policies. In section 2.6.3, there is a breakdown of who the released boards are for each levy and who is supposed to report back on oversight of how these are used. Specifically, there are only a few entities for each of these, a lot of them do not have any release board or review board. This means that some levied societies are kind of unfairly targeted in a way or receive oversight when it was not expected of other societies. Kerri recommended in the report that there be an external levy and societies committee, which would receive and review ratification packages at the beginning of each academic year, as well as receiving reviews from mid-term updates from societies. Alternatively, Kerri explained, this could be reviewed by a finance committee.

Kerri discussed what the Watch looked like. She said that they have been dormant for the past few years, but they have a \$12 levy on all students. There will be an upcoming Watch Board of Publishers meeting wherein that will be discussed.

Part 3 of the report discussed membership and fees. Kerri said that MPHEC, which is the oversight body for student union fees and dues, has not been accurate for the past five years. He reached out to them to confirm this because there was a \$150 discrepancy between what fees were reported and what the fees actually were, which is not good. So they have corrected those fees for this coming year. Kerri said she has spoken with them about the possibility of having those corrected for previous years, but that is not certain if it will be possible because of the difficulties of correcting those previous years. The discrepancy has been consistently \$150, and Kerri believed it is because the bus passes were being reported as having been lumped in with KSU fees. Kerri was not sure how this occurred as a miscommunication and misrepresentation. Terra asked if he had asked the university yet about these discrepancies, and Kerrie said no.

Daniel asked how the reporting error happened. Kerrie said it is unclear, but he guessed that it is because the MPHEC pulled the numbers from King's statistics at Statistics Canada which included the bus pass numbers. Kerrie said that there will be a discussion with the Bursar's Office.

Kerri said that the KSU operates on a "shoestring budget." This section of the report finalized some thoughts on how the current fee structure actually can sustain the Union on this budget, if that needs to change and what needs to change for that.

Part 4 of the report was about hiring and review. Kerri said that currently, there is one committee for the person search and review committee. It is not specified as to who is on

it. Kerri said that this means that when a president has to convene a search committee full full-time positions, they are left hanging as to who should be on it. Kerri attached to the report a draft of terms of reference for a specified staff person search and review committee. Kerrie said that they do not recommend adopting unless reviewed by further committee or council.

Kerri discussed the staff person search and review committee, which she said has not been active for many years on the KSU. There is currently no framework in the bylaws for what this should look like, so Kerri's report came with some recommendations.

4.2 of the report covered Hospitality Director and wage. Kerri said that this position is an entry-level salary for a position that is largely unsupervised and requires more skills than is compensated for and that Ell is doing an incredible job. Kerri said that the coordinators have been put under extreme amounts of pressure that they should not have. And this has contributed to every single outgoing hospitality coordinator citing significant burnout as a reason for leaving. Potential solutions include dividing up the job into multiple positions or outsourcing elements of some of the more technical stuff, which is covered in section 4.3.

Kerri recommended in 4.3 to outsource the bookkeeping for the KSU. This would be more cost-effective than hiring internally.

Part 5 of the report was regarding bylaw versus operations policy. Kerri said that the operations policy had not been updated since 2012/2015, and because there is a sense that bylaws are of a higher priority and so the operations policies are outdated. Kerri recommended that the breakdown of operations, policy, and bylaws be more subject-specific handbooks, all of which would retain equal priority so that none precede the others except for a "constitution" that would detail operations and founding provisions.

Kerri recommended a handbook for committees; this would include a general breakdown of ideal terms of reference for any committees, the difference between committees, and a list of which committees and who sits on them to be updated as necessary. Further details would be provided in the Bylaw Review committee.

Ellie Anderson asked, regarding the tasks that Kerrie thought were not in his purview as FVP to do, when did Kerri become aware that they were not in her purview? Kerri responded that the intent was that this was not a regular summer position operation, and if elements were not his general responsibility, he would be able to coordinate with the

other executives to cover some of that work without being the final authority on it. But over time, he realized how intertwined it all was.

Chair motioned to adjourn. Seconded by Kaitlyn MacNeill.

Adjourned at 12:45 pm ADT.