

## **Meeting Minutes**

Board of Directors Meeting

Ryerson Commerce Society (RCS) – SBM Board Room, TRS 1-010

Monday October 31<sup>st</sup>, 2011 – Ryerson University, Toronto, Ontario

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# **Board of Directors Meeting**

**Prepared by: Bushra Jawed**

**Location: TRS 1-010**

**Date: Monday October 31<sup>st</sup>, 2011**

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## CALL TO ORDER – 6:30 PM

### BOARD MEMBERS EXPECTED TO ATTEND:

Angelo Piroz	President
Samantha Almeida	Vice President Administration and Operations
Darren Shivraj	Vice President Corporate Relations
Laura Grisolia	Vice President Finance
Natasha Campagna	Vice President Events and Marketing
Michael Jor	Vice President Engagement and Outreach
Amir Golbazi	Business Management Director
Hitansh Nanda	Business Management Director
Faiza Hussein	Information Technology Management Director
Gerald Mak	Information Technology Management Director
Nina Tavakoli	Hospitality and Tourism Management Director
Salvatore Anania	Hospitality and Tourism Management Director
Ife Osemeké	Retail Management Director
Christina Gobran	Retail Management Director
Bushra Jawed	Secretary
Abdul Snobar	General Manager
<b>ABSENT WITH REGRETS:</b>	
Mustafa Amer	Business Management Director
Prateek Bajaj	Information Technology Management Director
George Phu	Honorary Councillor
Dev Singh	Honorary Councillor

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## Item 1 CALL TO ORDER – 6:30 PM

**Angelo:** Thanks for making it out tonight, everyone. We have a busy night ahead of us. So I'd just like to remind you to keep everything concise and to the point, we have six funding requests tonight. So please, keep it simple.

**BE IT RESOLVED THAT** Angelo Piroz pass his **Chairing Rights** to Abdul Snobar for the board meeting being held on October 31<sup>st</sup>, 2011.

**Moved:** *Angelo Piroz*                      **Seconded By:** *Faiza Hussein*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

## Item 2 APPROVAL OF THE AGENDA

**BE IT RESOLVED THAT** the **AGENDA** be accepted as presented.

**Moved:** *Samantha Almeida*                      **Seconded By:** *Michael Jor*

**Abdul:** Any discussion on the agenda?

**Angelo:** Can we just make sure that on the minutes we switch Gerald Mak's name to present from absent?

**Abdul:** Okay, that can be taken care of in the minutes. Anything else?

**BE IT RESOLVED THAT** the **AGENDA** be accepted as presented.

**Moved:** *Samantha Almeida*                      **Seconded By:** *Michael Jor*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

## Item 3 Executive Updates

3.1 Vice President Engagement & Outreach

**Moved:** *Angelo Piroz*    **Seconded By:** *Amir Golbazi*

**Mike:** So here are my updates for the past two weeks of October. In the past, as we all know, we had our Halloween party night, I had the street team out, and they all promoted a whole lot. We basically sold out all of our tickets for the Halloween party which was fantastic, so great job to the street team. We're working with Slowjam promotions to get the Frosty shore week going

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on. And right now, we're going through the 5K covenant house promotion. Activity wise, at the present time, I've still been collecting board reports for the month of October. Event wise, there is continuing support with the VP corporate and VP marketing for student appreciation days, sponsorship, and the like. In the about two weeks, we're going to be working with George Chu for the first year initiative. And we're also getting started on the video segment of RCS.

**BE IT RESOLVED THAT** the **EXECUTIVE UPDATES** from **Vice President Engagement & Outreach** be accepted.

**Moved:** *Angelo Piroz*    **Seconded By:** *Amir Golbazi*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

3.2 Vice President Finance

**Moved:** *Angelo Piroz*    **Seconded By:** *Faiza Hussein*

**Abdul:** Because Laura's not here, we can table it for next week.

**Faiza:** We are still working on the binders and the one on ones with the student groups have finished.

**MOTION** to table the EXECUTIVE UPDATES from **Vice President Finance**.

**Moved:** *Michael Jor*                      **Seconded By:** *Salvatore Anania*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Sal:** For future reference, can we, as board members, ensure that if we're going to be absent to email the updates?

**Sam:** Actually, from now on, the updates will be included in the agenda, so it'll all be on paper for you.

3.3 Vice President Administration & Operations

**Moved:** *Angelo Piroz*    **Seconded By:** *Michael Jor*

**Sam:** In regards to the governance committee, updates will be presented to the board soon. From now on, as you noticed, motions will be implemented for the exec updates and exec updates will also be included as an appendix in the agenda. Our mobile app is up and running and I sent out links last week. Please download it on to your mobile device and give me any feedback whatsoever. Our SAGM will be held November 18<sup>th</sup> from 2-4pm, we will require board

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reports from all members to prepare for that meeting. And I will be placing order for more business cards hopefully by the end of the week.

**Amir:** I was wondering what's going on with the office policies.

**Sam:** It's also with the governance meeting, so we'll have an update on that soon.

**BE IT RESOLVED THAT** the **EXECUTIVE UPDATES** from **Vice President Administration & Operations** be accepted.

**Moved:** Angelo Piroz **Seconded By:** Michael Jor

**Result:** Passes unanimously

For	Against	Abstentions
10	0	0

3.4 Vice President Events & Marketing

**Moved:** Angelo Piroz **Seconded By:** Samantha Almeida

**MOTION** to table the **EXECUTIVE UPDATES** from **Vice President Events & Marketing**.

**Moved:** Gerald Mak **Seconded By:** Christina Golbazi

**Result:** Passes unanimously

For	Against	Abstentions
10	0	0

3.5 Vice President Corporate Relations

**Moved:** Angelo Piroz **Seconded By:** Ife Osemeke

**Darren:** So in the past two months one of the largest companies that we've been trying to get as a corporate sponsor is Rogers. We've been working closely with Doug Greenfield. And in the past two weeks we got confirmation that we're getting \$50 000 from Rogers. That means, so far as of today, we have raised a total of \$105 150. And we're still moving forward, trying to go for Fido, meeting with Sunlife, we're still trying to get a meeting with CGA, we're pursuing banks. And we know someone in Telus, so we're following that lead too. Also, if you've noticed the CRC members also do office hours. Not in the RCS office itself, but get breakout rooms and literally cold call companies for new leads.

**BE IT RESOLVED THAT** the **EXECUTIVE UPDATES** from **Vice President Corporate Relations** be accepted.

**Moved:** Angelo Piroz **Seconded By:** Ife Osemeke

**Result:** Passes unanimously

For	Against	Abstentions
10	0	0

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4.6 President

**Moved:** *Angelo Pirosz*    **Seconded By:** *Ife Osemeke*

**Angelo:** I have a budget update, as well as, an update on the referendum campaign. So, once again, the referendum campaign is happening November 7<sup>th</sup> – 10<sup>th</sup>. I've been working with Mike Jor to get the street team involved. We have support from a lot of the student group presidents and executives. We definitely want the board to support us on those days. Support entails going on campaigning with us, going out to the lobby, helping with voting process, and the works. The shifts are going to be somewhere along the lines of 9am-5pm, similar to office hours. We need all student group leaders including ourselves represented over there. We did pass the motion for the referendum, and so technically this is being spearheaded by the RCS. I know everyone is busy, but if you can, I'm going to be sending out a doodle and please give us your maximum available. This is a huge HUGE revolutionary thing for TRSM and this is huge for us as an organization as a whole.

I'd also like to ask everyone to donate their profile pictures to include one of the posters that we have created, as well as, attending the event on facebook. And keep your facebook up-to-date with status updates. On the days of actual voting, we're doing a giveaway with popcorn, cotton candy, to create more of a buzz. If you're going to be involved, then we're meeting Monday at 9 for a training session. I'll be sure to send this out too, next Monday to do a team huddle before the actual campaign starts. So we can all be well in tune with all the points. One of the things I personally hate is when people just tell you to vote and they have no idea what they're talking about

Other than that, more of an organizational success story for you guys. Our organization, this year we've done a million and one things that the RCS boards in the past haven't. We've been working so hard! One thing that I'd like to tell you about and that is extremely revolutionary is that our budget has broken the \$1000000 mark!

With obviously a tremendous amount of support from Darren and CRC team, student group budget turnovers from the Dean's office, and also with our levy, especially with our levy being fairly high over our estimated amount because of the highest number of students this year. We actually FINALLY broke the million dollar line!

It obviously sounds a lot better to say we're a million dollar organization and we run on such a large budget, but with it comes a lot of responsibility to stay accountable. Just in general, staying professional is obviously key, but there's so much more to it. I think Amir's going to talk a little bit about etiquette in his update and it's really important to take everything he says into consideration. But just keep in mind that with the million dollar mark, we're all under the microscope.

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**Sal:** I was just going say that I think a lot of students think that money = power. Us, students of TRSM, are governing over \$1000000, and when other students find out about this, their faces are kind of in shock and in awe. They don't really know what RCS does, they just think that a bunch of students are governing a million dollars. Please ensure that when talking to students you say what we do properly. And not just that we have a million dollars.

**BE IT RESOLVED THAT** the **EXECUTIVE UPDATES** from the **President** be accepted.

**Moved:** *Angelo Piroz*    **Seconded By:** *Ife Osemeke*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**MOTION** to take a recess for 10 minutes.

**Moved:** *Michael Jor*                      **Seconded By:** *Samantha Almeida*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Abdul:** Call to order. It is now 7:00pm, and as you guys know, we have six groups coming in tonight, so please only ask questions that you need answers for.

**Samantha:** In the agenda, we've attached a checklist for questions you should ask, that's the rubric we've been trying to follow. So try and stick to this.

**Sal:** This also makes for an unbiased funding process, as we're asking all the different groups a similar list of questions.

**Abdul:** DECA is coming in first. Please let call them in.

*\*\*Please refer to the RCS Funding Request Checklist (Appendix A) throughout the following presentations\**

## **Item 4    Funding Request: DECA Ryerson**

RE: Regional on Bay Conference & Queen's Invitational Conference

**@ 7:00 p.m.**

**Abdul:** Welcome! This is your board, please speak to them. You have five minutes to present and then five minutes for a question answer period.

**Murtaza:** So we're doing two different funding requests, so we have two different PowerPoints tonight.

**Abdul:** Okay, so let's just say you have 7 and a half minutes for both presentations instead of 5.

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**Murtaza:** Thank you for your time today, my name is Mustafa, and I am DECA Ryerson's president.

**Stanley:** And I'm Stanley, I am the VP for Deca Ryerson.

**Murtaza:** So first up is the Queen's Invitational, regional competition taking place from November 18-20<sup>th</sup>, location is at Queen's University. We're going to enrich the lives of 12 students that are a part of DECA. Director of marketing for Bacardi, Tracy Buckingham will be there. The itinerary is pretty straight forward – the first day is very light, mostly social and dinners, getting to meet everyone. Saturday is when all the case competitions will be happening, formal gala dinner, and then lunch and checkout the next night.

Delegates are gaining unique and fundamental experiences. Previous success – we sent 9 delegates last year, and out of them one who placed 3<sup>rd</sup> and one who placed 4<sup>th</sup>.

**Stanley:** Registration cost is not budgeted, it's the actual amount. That is the amount determined by Queen's university. To run the event, transportation is the after tax cost. We felt that taking the buses wouldn't be the most cost effect process. We'll all be available to drive, so that would be most cost effective for us. We will be signing liability forms, just in case, an accident, god forbid, does happen. A hundred bucks per car is a little more than what we'll probably need.

**Murtaza:** We've already confirmed the attendees, 4 first year students and we have a mix of 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> year students as the rest of them. We already emailed everyone well ahead of time and had a very specific selection process. Dale Carl and frank Miller will be training them, as we want them to represent TRSM really well and make sure they are up to par. We want to show everyone who we are as a business school.

**Stanley:** In the event that RCS cannot fund this event entirely or some part, we're looking at the DECA Ryerson account, and the external sponsorship from matrix. We obtained \$1000 and it will go to covering some of our costs.

In terms of sponsorship recognition, we have a few ideas. Last year, we weren't really able to fully recognize our sponsors and this year we realize that our sponsors are a big part. Just to generate awareness for the overall event, we will be using Facebook. The homepage on the DECA website, RCS is of course there. They're alongside CMA who is our biggest sponsor. Logo on everything. We're planning on selling our t-shirts for a toonie, RCS logo will be in the center of the t-shirts. Questions?

**Hitansh:** Can you go back to your budget slide? The \$1600, what was that from?

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**Stanley:** We took it out of our own account. It's the money that we accumulated over last year, it was just listed on our previous budget and for full disclosure, put it on this budget. It's called delegate registration, but it doesn't come from delegates as all the registration money goes to DECA Ontario. My apologies for wording it in a confusing way.

**Angelo:** For future reference, you can list it as a trust account.

**Abdul:** Did you have the dean's funding in your application?

**Stanley:** That's a contingency. We might tap into that.

**Sal:** So, you applied already?

**Stanley:** Yes we did.

**Abdul:** On to the next one.

**Murtaza:** Okay, so next is the Regional on Bay, it's the biggest event we hold. It's going to be held this Saturday, November 5<sup>th</sup> from 9am-4pm. We're expecting 1200 high school students, Mira Sirotic is our honourable guest. We'll have the opening ceremony, then right into the case competition, there's a key note address, award ceremony at the end, and then the closing. This is a qualifying regional conference for the high school portion. To qualify for the provincial, the students must participate in this. Benefits – exposure to the Ryerson environment and community. Will be around us the whole day. And will raise information about the student groups. In terms of measuring success we can't measure the success. And we can't compare because last year we went for the Toronto District School Board, this is an entirely different school board.

**Stanley:** If you look at the budget, DECA Ontario funds part of the event. Since the event is occurring so soon, we actually don't feel entirely safe with the DECA Ontario procedures that are currently in place. We're going to be purchasing a lot in the next few days. We want to put half of their money and then request the rest. Because I'm not comfortable with just dealing with DECA Ontario. I know you don't fund any of the gifts, so that's off the agenda. This is just an overall budget of what we expect. It's an additional gift that we're doing to ensure that our guests are happy. The biggest cost is most likely catering. To explain misc expense, we have to be here really early. We've booked a hotel for \$500 for our executives and the miscellaneous cost is covered for the hotel costs.

**Murtaza:** Basically, we've already confirmed the logistics of the event. We're here on the Friday night and here throughout the night. Other expenses, I'm going to be making the catering purchase on the Friday. We're already determined the costs.

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**Stanley:** As a contingency, we know that CMA Ontario was intent on funding this event if need be. Also, matrix might consider, but we haven't received any ideas for sponsor recognition. And we have the funding from DECA Ontario. In terms on sponsor recognition, we're definitely going for facebook and twitter, as well as on the front page of our website. Basically it says that over this weekend we will be hosting 1200 high school students at TRSM and RCS will be on the ad. You will be the title sponsor for the event. Generally that's all we have. That concludes our presentation.

**Angelo:** I just want to clarify. So the funding from DECA Ontario is \$3000?

**Murtaza:** We're aware of the way that the cheque has to be received. I know there's a lag between getting the money. In the time that the cheque is processed.

**Gerald:** You mentioned that CMA has put funding towards this?

**Murtaza:** We're waiting on the RCS to deposit the funds into the account. There's been that lag and so we took this into considering.

**Stanley:** They put in \$5500, we have to put this towards future events as well. The maximum is allocated to this amount is \$1500.

**Hitansh:** What are the other events?

**Stanley:** TRSM regional, that will be our biggest event in terms of expenses. We're planning ahead, we're trying not to exhaust what we have in our account. We don't want to come to RCS and ask for a large amount of money at that point. We want something that we can use throughout the year, we can meet the needs for future events.

**Sal:** Do you use CMA as a means of revenue? Wouldn't that alleviate the money from RCS? Given that she is speaking at your event, I'd rather allocate all of that to this event, rather than using it as contingency planning for a later point this year. We'd rather have a buffer to work with at first.

**Stanley:** I really think that CMA wants to be the larger sponsor for another even.

**Sal:** Shouldn't you consult with them first? Shouldn't it be greater than a smaller sponsor?

**Stanley:** As long as she's represented for all events, she's happy. She actually would prefer to have a bigger presence at TRSM Regional. CMA would rather have their main target be university students, rather than high school students. That's why it's better to have a bigger portion of her money there.

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**Angelo:** In terms of sponsorship recognition, would there be time to have a thank you or an address?

**Murtaza:** We were trying to get banners, or at least something.

**Sal:** You're going to have RCS as the title sponsor of the event. How can you have two title sponsors for an event?

**Stanley:** Well, CMA is our title sponsor throughout the year. Their presence shouldn't be restricted and they should be recognized throughout the year.

**Hitansh:** How much did the CMA put towards this event last year?

**Stanley:** I believe it was entirely funded by the RCS.

**Abdul:** Thank you very much! Someone will get into contact with you shortly.

## **Item 5 Funding Request: *Capital Markets Group (CMG) @ 7:20***

RE: Upcoming Events:

- Market Savvy
- Day in the Life Speaker Series
- Career Workshop
- Analyst Meeting
- Build Your Resume

**Matthew:** Good evening. My name is Matthew Silva, and I am the director of finance of CMG. Thank you for giving me this opportunity to present this funding request. If you look at the actual budget, we actually have five events.

Our Career Workshop, is basically going to be a team of 50 analysts, and we're going to have a workshop to prep them on their resume, have mock interviews. The Day in the Life event is with Dennis Chan, he's a grad who has intensive experience in this field and there will be a networking session after. Our Analyst Meeting – team of 50 analysts, provide capital markets knowledge, I myself wrote two reports to help with RBC dominion securities and a private equity firm, and they were so impressed that they want more Ryerson students. We had the Build your Network event, catered towards BUS100 students. It's highly successful, almost filled up the auditorium, we also had a lot of 2<sup>nd</sup> year students, and we all had a lot of laughs together. Our next speaker in the speaker series is highly successful and sought out program as well, extensive knowledge on analysts.

The ones that I really want to talk about is our business cards. They're key for when we're networking with professionals in the industry, and so they can contact us back. The CMG

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banner, the reason why it's \$638 is because we don't want to spend \$120 and keep replacing it every year. Since the RCS is a sponsor, we want to put your sponsorship and our external sponsorships on the banner. And if we need to increase the logos, we can do that at no extra cost. We can edit the banner, it comes with that cost.

**Faiza:** Great presentation. Under the operating expenses, there's the CMG library?

**Matthew:** We're actually working with Wallstreet, to get interview guides, and the works. This way instead of students purchasing them separately online, we're going to do a rent out basis. Leave their credit card and if they don't bring back the material, they get charged for it. It's not just behavioural questions, it'll have technical questions too.

**Sal:** Out of these events, which ones were for BUS100?

**Matthew:** The first Market Savvy was, but the remaining four of them is exclusive to our members.

**Sal:** In terms of revenue streams, have you gone to our department? Seeing as some of the events are part of BUS100, there could be opportunities for funding there as well.

**Matthew:** No, we haven't done so.

**Amir:** I notice that there is a deviation between the operating expenses one part of the budget versus the other.

**Matthew:** The reason why we're asking less is because we're using \$300 of the chip money.

**Amir:** Would you able to give us the budget line, as in what would we be funding of the operating expense. On that note as well, if you look at food and beverages, it's minus \$70?

**Matthew:** That's actually a little bit of revenue from our last Market Savvy event.

**Sal:** You went for PFACS for nothings?

**Matthew:** No, because my goal is to come to RCS first. Whatever RCS cannot fund, we can go to external resources. Worst comes to worse, we can go to PFACS, for each of our events.

**Sal:** And if the board decides not to fund you?

**Matthew:** Other sources, and for next semester, we need to start maybe start thinking about getting ticket sales. We've been working on some corporate sponsorships which have not yet

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been solidified. We are a new group, and I got thrown into this last minute. And I wanted to do the funding request as soon as possible.

**Hitansh:** The internal meetings, what is that expense?

**Matthew:** We meet every Wednesday, we do official agendas and minutes of our meetings. We have to print copies of paper for each meeting. The printing cost is all I really care about. The guys in our group are in it for the educational aspect of it.

**Abdul:** Thank you, someone will contact you shortly!

**Abdul:** Well, seeing as we're waiting for the next student group to arrive as we are a little ahead of schedule, I guess we'll open the discussion up for the previous funding requests.

**BE IT RESOLVED THAT** the RCS fund DECA up to \$1762.50 for their Queen's Invitational.

**Moved:** *Gerald Mak*

**Seconded By:** *Ife Osemeke*

Abdul: Do you want to motivate?

Gerald: No

Abdul: Any discussion on the motion?

Hitansh: They said it was three and nice right? Three executives and nine students?

Amir: Yes

**BE IT RESOLVED THAT** the RCS fund DECA up to \$1762.50 for their Queen's Invitational.

**Moved:** *Gerald Mak*

**Seconded By:** *Ife Osemeke*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**BE IT RESOLVED THAT** the RCS fund DECA up to \$2800 for their Regional on Bay competition.

**Moved:** *Angelo Piroz*

**Seconded By:** *Ife Osemeke*

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund DECA \$800 for their Networking Night.

**Moved:** *Hitansh Nanda*

**Seconded By:** *Faiza Hussein*

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**Hitansh:** My reason for how I got the number, is that there is an additional \$1500 from DECA Ontario. Deca Ontario does give \$3000, because it is a DECA Ontario funded event. So DECA Ontario contracts DECA Ryerson to run Regional on Bay. For that event, they give a portion of their budget to DECA Ryerson to run their event. As Stanley and Mustafa confirmed that they got \$3000, but there was some cheque clearing issue. And so that brings their ask down to \$1300, and the miscellaneous cost is with the committee, they have the trust fund to accommodate that. That leaves us with \$800.

**Angelo:** The actual problem that they were talking about isn't a budgeting problem, it's a cash flow problem. If DECA Ontario is funding this event \$3000, it should be listed as \$3000. They have a decent amount in their account. Their budget isn't too too accurate, so I would be in favour of Hitansh.

**Sal:** if we amend them \$800, what's that going to constitute? If we agree as a board for that amount, what exactly is that for?

Hitansh: Well, they can put it towards whatever they need to. But I'm thinking they can do \$500 catering, and \$300 photography? Usually for photography, I know last year, a lot of members said that you can get it for free, then why would you pay \$300?

**Abdul:** There have been a lot of issues with that and then especially with people not showing up. So, the student groups want to stay away from that. And this is a daylong event, so I think it's difficult to commit that much time.

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund DECA \$800 for their Networking Night.

**Moved:** *Hitansh Nanda*

**Seconded By:** *Faiza Hussein*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Abdul:** Okay, so now on to the main motion.

**BE IT RESOLVED THAT** the RCS fund DECA up to \$800 for their Regional on Bay competition.

**Moved:** *Angelo Piroz*

**Seconded By:** *Ife Osemeke*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

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**Item 6 Funding Request: *Information Technology Management Student Association (ITMSA) @ 7:40***

RE: Networking Night

**Asma:** We're here to talk about our fall networking night. It is a fairly new initiative; we've only had it once in the winter semester. This time we're going to have it twice, in the fall and winter semester. Open to everyone this time around, but in the next semester we're going to be focusing on the recruitment aspect, so for third and fourth years. Often we go to networking events and most of the industry professionals are business oriented, or accounting, or finance, or just IT. We want to find reps for both IT and business. We've received very high support from the BTM program.

The event is planned for Monday November 14<sup>th</sup> in the CMA lounge, we have two weeks until the event happens, registration link is already up, and it actually went up today, so we started marketing as of today. We're hoping industry professionals sign up online too. We want to help TRSM to create strong ties with the industry.

**Henna:** So our funding request is for \$637.83, the main large expense is food. Our food is our largest expense, getting everything from, photographer \$75 and \$30 for name tags and marketing and a gift for the keynote speaker.

**Sal:** You said that your department is in strong support of this event. How about monetary support?

**Asma:** They've been helping out with other stuff, to have students come out to competitions. So that's what their focus is. Our gifts are sponsored by CIA Canada, but travel is by the department.

**Gerald:** A lot of industry reps couldn't make it last year, so how are you going to accommodate that?

**Asma:** Well, it's in the next couple of weeks, so the weather probably won't be too bad. We have tons of guests and faculty.

**Hitansh:** The CMA lounge holds 90 people, how many people are you looking to get for this event?

**Asma:** We're hoping to get 90. We're hoping about 20 industry professionals and faculty and the rest would be students and alumni.

**Faiza:** What sort of span of the IT industry do the companies range?

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**Asma:** We're mostly looking at business application in IT and engineering.

**Gerald:** Have you thought about ticket sales?

**Asma:** we considered selling tickets, but as it is, we don't have any events that are specifically for BTM. And so seeing as this is specific to that program, we don't want to have paid tickets.

**Sal:** Other sources for food besides Catertrax?

**Asma:** In the CMA lounge, we are allowed to? Initially the event was supposed to happen in the Cara Commons, which is why that was our primary vendor. But if we're allowed to go outside, then we will look into that.

**Mike:** Do you have an expected number of people?

**Asma:** Yes, 90.

**Mike:** Sorry, I'd like to rephrase my question. What's your minimum threshold for this event?

**Asma:** 60

**Abdul:** Thank you, someone will contact you shortly!

**Abdul:** Okay, so we're once again on top of our schedule. So let's go on to the capital markets group discussion.

**BE IT RESOLVED THAT** the RCS fund CMG the full amount of \$3112.34.

**Moved:** *Ife Osemeke*                      **Seconded By:** *Michael Jor*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Ife:** No motivation

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund RCS \$2257.29.

**Moved:** *Salvatore Anania*

**Seconded By:** *Hitansh Nanda*

**Sal:** Well, you see, Build your Resume and Market Savvy was really focused on BUS100, most of the seats were BUS100. That should be something funded by the department, seeing as BUS100 is one of the requirements.

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**Abdul:** What department?

**Sal:** Business management

**Abdul:** CMG does not fall under any department though.

**Sal:** Well, given that BUS100 does and students were required to go to one of these events, and this was one of the listed events, then yes it does.

**Abdul:** Okay, so this goes for both BTM and BUS100, the departments are not funding anything this year. The first thing they're cutting is student groups. I just want to leave that on the table.

**Abdul:** Any discussion on the amendment.

**Angelo:** I would disagree with the amendment, it's still a student group event open to all students. Although the focus was placed on BUS100 event, it just happened that it was there. A good organization was the RCS101, that were obviously fully funded by us and it was still part of the bus100 session.

**Sal:** Then that's a valid point. However, given that this was primary seminar. It has nothing to do for the actual group,

**Angelo:** To my understanding, the build your network in the name was just to affiliate it with the build your network program. The build your network event they held, was for their group.

**Sal:** It was just geared towards BUS100 students. Any body was welcome, only bus100 students were only here present. So I think the department should fund this event.

**Hitansh:** So you're saying the department will?

**Sal:** I'm not saying that they will, I'm saying that they should.

**Abdul:** Okay, so to bring it back to the amendment, all those in favour?

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund RCS \$2257.29 for their Networking Night.

**Moved:** *Salvatore Anania*

**Seconded By:** *Hitansh Nanda*

**Result:** *Fails*

For	Against	Abstentions
1	9	0

**Abdul:** Okay, back to the main motion of the full amount. Any discussion? All those in favour?

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**BE IT RESOLVED THAT** the RCS fund CMG the full amount of \$3112.34.

**Moved:** *Ife Osemeke*

**Seconded By:** *Michael Jor*

**Result:** *Passes*

For	Against	Abstentions
9	0	1

**Abdul:** Let's do ITMSA next.

**BE IT RESOLVED THAT** the RCS fund ITMSA up to \$637.83 for their Networking event.

**Moved:** *Michael Jor*

**Seconded By:** *Amir Golbazi*

**Nina:** I think for next time, we should suggest to them that their budget line should be much clearer. I mean ETC was supposed to mean marketing, and how would we know that. I think it's unclear.

**Sal:** if the board does decide to fund them the full amount, but supposed they do get the free coffee. That should be \$587.83 instead correctÉ

**Darren:** The Starbuck's would be the first choice to get, but it seems like he's kind of tapped out. The manager has to get a letter of approval every time. We can try, and talk to him, but chances are getting tough.

**Abdul:** So okay, is that okay as a friendly amendment? If they can get the free coffee? Then we can adjust the amount.

**BE IT RESOLVED THAT** the RCS fund ITMSA up to \$637.83 for their Networking event, unless they get the free coffee, which then would mean the amount for coffee will be deducted.

**Moved:** *Michael Jor*

**Seconded By:** *Amir Golbazi*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Item 7 Funding Request: Ryerson Global Management Group (RGMG) @ 8:00**

RE: Domino Effect Event

**Jessica:** Hi, my name is Jessica, and I am the president of the group.

**Igor:** I'm Igor, and I'm VP.

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**Kate:** I'm Kate, I'm the event lead.

**Jenny:** And I'm Jenny, I'm VP Finance on RUFs.

**Jessica:** Basically, there's a speaker panel, it's on Thursday November 12<sup>th</sup> at the CMA lounge. We're expecting 50 students and 10 faculty members.

**Jessica:** There are two speakers – Jonathan Wellum and Martin Schwerdtfeger (TD Waterhouse). They both deal with the US and international economic analysis. The itinerary for the night is basically registration, food and drinks provided, all speakers will be introduced, the speakers will give a brief background of themselves and their companies, there will be questions and answers prepared by students beforehand. We've encouraged students to send us questions beforehand. And then afterwards, some more refreshments.

**Jenny:** It'll focus on the debt crisis, international business and financial procedures. And current challenges being faced.

**Jessica:** it's going to be a new perspective on the current economic conditions, it's going to be hands on, we want people to ask questions and be really interested in the topic, different from classroom environment. Our basic budget, we're asking \$1400 from RCS. We're asking for posters, flyers, brochures from RCS, sandwiches and platters, as well as the photographer and miscellaneous expenses from RCS as well.

Our contingency, we eliminated costs for each of the expense areas. We brought everything down by a bit. In this budget we're only asking for \$1050 from RCS. We are presenting to PFACS, unfortunately it's on Nov 23<sup>rd</sup>. We're asking RCS for \$1400 or \$1050, just in case we don't get PFACS. If we get the money for PFACS and you guys don't have to cover the money for the event.

**Abdul:** PFACS does not fund food, nothing hospitality related, just so you know. I mean unless they've changed the policy, so if they have, just be sure to let us know asap.

**Jessica:** Well, I had to fill the form and put \$600 and if we can't use it for food, we'll use it for another event.

**Sal:** This is collaboration, so where is the relationship going to play apart?

**Jessica:** We want both sorts of students, it is a financed based situation, but we're trying to take a really international look at it. Both speakers know what they're talking about in terms of international companies. We wanted to go together with RUFs with this.

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**Sal:** I was just asking on the basis that it was only 50 students, and that's not a lot. Have you thought about increasing it?

**Jessica:** we tried to book this a long time ago, because it's retail week this week. Everywhere is completely booked. It sucks that it's smaller, but we're kind of looking for the people that are really eager to come will come.

**Amir:** How long is the event going to be?

**Jessica:** It's from 6:00pm-9:30pm

**Amir:** Why is the food so expensive for just 50 people?

**Jessica:** We have to go through Catertrax and it goes by the amount of people. They're giving us an approximate budget for food. It's just basic fruits or sandwiches.

**Jessica:** for the CMA student lounge, I don't think you're allowed to. We're not looking at expensive food.

**Abdul:** Thank you very much, someone will be in touch with you shortly.

**Item 8 Funding Request: Ryerson Marketing Association (RMA) @ 8:20**  
RE: Career in Marketing - Internships

**Roman:** Hello, my name is Roman.

**Jeff:** And I'm Jeff.

**Roman:** Just to give a quick overview, it's a networking session to link 2<sup>nd</sup> and 3<sup>rd</sup> students to the marketing industry. Basically, what it's going to be like entering the industry? Happening November 21<sup>st</sup>, we're expecting 40 students, 10 confirmed students so far. We've done this in the past before. The event sold out from before.

**Jeff:** In terms of our original proposal, our date has changed. Also, just because we have been able to discounted food costs, for every single item we've had some decreases. We got quotes from everything that we basically needed. The thing that is confirmed is our food and drinks costs, we're still talking to our guests about the date chance. The menu has also changed as well. Also, we're going to reconfirm and start ticket sales. In the event that something goes horribly wrong, the thing that will be taken out is food costs will be eliminated.

**Abdul:** Thank you so much, someone will be touch with you shortly.

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**Abdul:** Let's discuss RGMG.

**BE IT RESOLVED THAT** the RCS fund RGMG \$1400 their event.

**Moved:** *Michael Jor*

**Seconded By:** *Gerald Mak*

**Mike:** With this one, I've seen RGMG actually go out there and they have been presenting themselves recently. It's one of the first events that I've seen from them and I really think it's going to be a great one.

**Amir:** I have a question, their contingency plan, is that if they got the money from PFACS?

**Sam:** No, it's just with some changes, some decreases in price.

**BE IT RESOLVED THAT** the RCS fund RGMG \$1400 their event.

**Moved:** *Michael Jor*

**Seconded By:** *Gerald Mak*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**MOTION** to take a recess for 10 minutes.

**Moved:** *Gerald Mak*

**Seconded By:** *Christina Gobran*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Item 9 Funding Request: *Women in Information Technology Management (WITM)***

**@ 8:40**

RE: Speaker Series #2

**Henna:** Hello, my name is Henna, I'm the VP Finance. We have the event coming up called the Importance of Mentor, happening on November 2<sup>nd</sup> and it is in collaboration with Trimentoring.

**Ramesh:** And my name is Ramesh, I am the academic events collaborator.

**Ramesh:** It's a showcase of industry professionals, they're able to understand and show the impact of how important mentors are to their careers. How they were able to get there where they were because of their mentor. And students should be able to sign up with a mentor at the end of the event.

**Henna:** It's November 2<sup>nd</sup>, CMA student lounge. The itinerary is basically an introduction of the event, ice breaker, introduction, keynote, networking, food, mingling.

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**Henna:** We are asking for \$330.87, for food and beverage. We have Trimentoring for \$200, so that's why food is less. We have sponsorship from Starbucks for coffee. We're giving Ryerson mugs from the Ryerson book store. Printing name tags, posters, which is for marketing.

**Mike:** How many people came in for the last speaker's event?

**Henna:** 30 people, and 5 speakers.

**Gerald:** How do you plan on acknowledging us if we do decide to sponsor you?

**Henna:** Any of the RCS members can attend, and talk about RCS if they would like. And also, we have your RCS logo on our website and on the name tags and banner.

**Amir:** I was wondering how many people are coming to this event?

**Henna:** We have registered 35, projecting 45-55 students.

**Amir:** Would there be a chance of it going over the expected?

**Henna:** CMA lounge holds 90 students, so if it's over, it's better for us.

**Abdul:** Thank you so much, someone will contact you shortly.

**Amir:** Is it fair to ask us for tickets to their event as part of the sponsorship? I felt like they're inclined to give us that incentive to come to the event.

**Abdul:** The thing is if you ask them, they won't say no. At some point it is fair to be asking them. If you want to make sure that funds are being used adequately.

**Gerald:** Also, a lot of the opinions are based on events that they hold for student group awards.

**BE IT RESOLVED THAT** the RCS fund RMA \$2194.46 for their event.

**Moved:** *Michael Jor*

**Seconded By:** *Salvatore Anania*

**Sal:** If we could just get a clarification on the couple of cents on the taxes. If we do fund them the full, I just want to inquire where that number comes from.

**Abdul:** I would say the 2194.46 is the right number.

**Amir:** Are the numbers rounded up to include the tax?

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**Faiza:** Did you ask Laura if they should include tax or not?

**Sal:** Most of these are not final quotes, they're just ballpark figures that they ask for funding.

**BE IT RESOLVED THAT** the RCS fund RMA \$2194.46 for their event.

**Moved:** *Michael Jor*

**Seconded By:** *Salvatore Anania*

**Result:** *Passes unanimously*

For	Against	Abstentions
10	0	0

**Abdul:** On to WITM.

**BE IT RESOLVED THAT** the RCS fund WITM \$330.81 for their event.

**Moved:** *Gerald Mak*

**Seconded By:** *ife Osemeke*

**Gerald:** I was one of the RCS members that attended last year, and they did a pretty good job. And I think this year, they did an even better job by getting Trimentoring.

**Ife:** How many speakers last year?

**Gerald:** 4 or 5

**BE IT RESOLVED THAT** the RCS fund WITM \$330.81 for their event.

**Moved:** *Gerald Mak*

**Seconded By:** *ife Osemeke*

**Result:** *Passes*

For	Against	Abstentions
9	0	1

## Item 10 OTHER BUSINESS

- Office Etiquette

**Amir:** I want to encourage you guys to input into this discussion. I want everyone to take it very seriously.

*Amir gives a presentation on Office Etiquette (please refer to his presentation slides)*

**Christina:** Just a quick update on RCS Cares, our next event is for Covenant House, I really hope you guys all come out to it. It costs about \$20 to go and you can start fund raising for it. Tomorrow we're doing clean shaves at the kiosk to promote the Movember starting. Tomorrow is going to be Covenant House/Movember fundraising.

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For real commerce, we've talked a little more about it. Confirmed that we're going to Kenya, we're extending the deadline a bit long. It's from December 26<sup>th</sup> - January 9<sup>th</sup>. I'm letting everyone apply, till Wednesday at noon. There are probably 4-5 people going, it's 8 in total. It's a partnership from SIFE. The last event for the year as of now is Christmas hampers.

**Angelo:** A very important reminder, our SAGM is happening on November 14<sup>th</sup>, 2011 at 2pm.

**Item 11 ANNOUNCEMENTS, NEXT MEETING and ADJOURNMENT**

*Next Meeting:* November 14<sup>th</sup>, 2011 @ 6:00

*Location:* SBM Board Room (TRS 1-010)

**BE IT RESOLVED THAT** the meeting be adjourned at 9:34 pm.

**Moved:** Michael Jor **Seconded By:** Gerald Mak

**Result:** Passes Unanimously

For	Against	Abstentions
10	0	0

**ADJOURN THE MEETING at 9:34PM.**

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**Minute Prepared By:** Bushra Jawed (October 17<sup>th</sup>, 2011)

**Approved:** \_\_\_\_\_

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## Summary of Funding Requests

Student Group	Amount Requested	Approved	Amount Approved For
DECA Ryerson	Queen's – \$1762.50 ROB – \$3046	Passed	Queen's – \$1762.50 ROB – \$800
CMG – Capital Markets Group	\$3112.34	Passed	\$3112.34
ITMSA – Information Technology Management Student Association	\$637.83	Passed	\$637.83
RGMG – Ryerson Global Management Group	\$1600	Passed	\$1400
RMA – Ryerson Marketing Association	\$2194.46	Passed	\$2194.46
WITM – Women in Information Technology Management	\$330.81	Passed	\$330.81

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