

## **Meeting Minutes**

Board of Directors Meeting

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

Monday November 14<sup>th</sup>, 2011 – Ryerson University, Toronto, Ontario

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# **Board of Directors Meeting**

**Prepared by: Bushra Jawed**

**Location: TRS 1-010**

**Date: Monday November 14<sup>th</sup>, 2011**

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Board of Directors Meeting

Ryerson Commerce Society – Ted Rogers School of Management

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## CALL TO ORDER – 6:00 PM

### BOARD MEMBERS EXPECTED TO ATTEND:

Angelo Pirosoz	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
Prateek Bajaj	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 Osemeke	Retail Management Director
Christina Gobran	Retail Management Director
Bushra Jawed	Secretary
George Phu	Honorary Councillor
Dev Singh	Honorary Councillor
Abdul Snobar	General Manager
<b>ABSENT WITH REGRETS:</b>	
Mustafa Amer	Business Management Director

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## Item 1 CALL TO ORDER – 6:00 PM

**Angelo:** Thank you for coming out! I know we've had a long day, just wanted remind all of you to stay attentive during all funding requests.

**BE IT RESOLVED THAT** Angelo Piroz pass his **Chairing Rights** to Abdul Snobar for the board meeting being held on November 23<sup>rd</sup>, 2011.

**Moved:** *Angelo Piroz*

**Seconded By:** *Ife Osemeke*

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	0

## Item 2 APPROVAL OF THE AGENDA

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

**Moved:** *Samantha Almeida*

**Seconded By:** *Amir Golbazi*

**Abdul:** I'm going to recommend that you guys completely take out the updates because it's already been done in the SAGM early today. That way if anyone has any updates, they can do it at the end. Anybody against that?

**Amir:** May I ask what other business entails?

**Abdul:** Well, it's just anything really. We talk about the next meeting and can talk about any little things or reminders that may have not been included in the agenda.

**Gerald:** Well, I just wanted to discuss something really quickly before funding requests. Last meeting, I spoke with Hitansh and we attended the RUFs alumni gala. You know how we get the student groups to tell us how they will recognize RCS in the events. Well, we noticed that our banner wasn't up, we weren't mentioned, and our logo wasn't on the nametags. So what I'm thinking is that if a student group does not commit to their agreement, is there anything we should do? Let's say that CMA or CGA goes to an event that they sponsor, and they see that they're not recognized, they're going to slam the event obviously. I think this is something we need to start paying attention to. I mean, they can just say that they will do this, this and this, but are they actually going to follow through?

**Sal:** Our first board meeting last year had a funding request that we actually took money away from a group because they didn't go through with what was supposed to be done. The principal is not RCS was not recognized as promised.

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**Angelo:** With this specific situation, as of right now, let's just speak to the group, rather than withdraw funding. In terms of the governance meeting, we really should talk about policy in terms of procedural action afterwards.

**Amir:** I just want to clarify, that isn't it our job to provide them with funding? We shouldn't be demanding them to do these things, right?

**Abdul:** Just to give it a good perspective, in regards to event tickets, that shouldn't be mandatory on any group, they just do that to show their appreciation. The RCS is an umbrella organization for all students, and by having our logos and information at these events, it really help us. It really helps with the exposure for us.

**Angelo:** Point of order, I just wanted to make sure that everyone knows that we're not discussing a motion. It's just a discussion.

**Sal:** Can we add Board Engagement under other business?

**Amir:** Also, are we going to be deciding on what we said in the SAGM, the funding request committee, as in decide today? So can we also discuss that today under other business?

**BE IT RESOLVED THAT** the **AGENDA** be accepted, with the Executive Updates removed, and Board Engagement and discussion on the Funding Request Committee added to Other Business.

**Moved:** *Samantha Almeida*

**Seconded By:** *Amir Golbazi*

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	0

## Item 3 APPROVAL OF THE MEETING MINUTES

**BE IT RESOLVED THAT** the **Meeting Minutes** from **October 17<sup>th</sup>, 2011** be accepted as presented.

**Moved:** *Samantha Almeida*

**Seconded By:** Gerald Mak

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	0

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**BE IT RESOLVED THAT** the **Meeting Minutes** from **October 31<sup>st</sup>, 2011** be accepted as presented.

**Moved:** *Samantha Almeida*

**Seconded By:** Nina Tavakoli

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	0

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

**Item 5 Funding Request: Ryerson University Accounting Society (RUAS) @ 6:30 p.m.**

RE: Accounting Alumni Gala

**Fatima:** Hello, I'm Fatima, I'm the current president of RUAS.

**Cuong:** And I'm Cuong, the director of operations.

**Fatima:** What we have is a professional networking event, it's our Accounting Alumni Gala. At this point, we have one guest speaker confirmed, director of CSR at RWC. We have opening remarks, panel discussion, speeches, and dinner.

**Cuong:** The main purpose of the gala is to have a strong alumni networking session. It offers an excellent opportunity for students to network with Ryerson Alumni and accounting industry members. It also provides students with an opportunity to mingle with professors and peers. This year, we have incorporated a theme to the gala of "Ryerson & the Community". One of the key notes speakers graduated Ryerson a couple years ago, awarded the young professional award, in corporate social responsibility.

**Fatima:** Our theme emphasizes leadership within the community. The panel discussion will feature top Ryerson Alumni who are heavily involved in the community. A high profile guest speaker will be attendance – James Temple who is the head of the Director of Corporate Social Responsibility for PwC Canada and also heads the PwC Canada Foundation. Further, in light of the month of November, all ticket sales proceeds will be donated to Movember Canada, a charitable organization that supports prostate cancer initiatives. Alumni representing CGA Ontario, CMA Ontario, PwC, KPMG, Ernst & Young, Deloitte, and Soberman will be in attendance

**Cuong:** This is the 6<sup>th</sup> year that we're having it, every year has been selling out. Last year, we donated our ticket sale profits as well.

**Fatima:** We're asking for \$6500 from RCS, we got funding from the Accounting Faculty for \$5000. Right now we have 50% tickets sold, 50 alumni confirmed, 20 left. The dean has

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confirmed. We started our marketing three weeks prior to the event. We have parting gifts, which are umbrellas with our logo.

**Cuong:** We're applying for \$5000 from PFACS. The funding request isn't scheduled until the day after the event.

**Fatima:** RCS recognition on our posters and mention in the speech as well.

**Gerald:** You're just mainly asking for food?

**Fatima:** Yes, exactly.

Angelo: How many of the alumni representatives are from public accounting firms?

**Fatima:** From each firm, we had them sent 6 alumni. And then we have the alumni list from Ryerson, and executives as well.

**Cuong:** I would say approximately 60% are from the big firms.

**Faiza:** Any faculty members?

**Fatima:** We don't have any accounting faculty right now, we're trying to get faculty that are Ryerson alumni, which is kind of hard. We're trying to get past executives who are alumni.

**Nina:** How do you plan on recognizing RCS at the event?

**Fatima:** Your logo is on our poster right now, and then we have the newsletter and magazine and when we do our speeches, we recognize you guys.

**Sal:** What does the food include?

**Fatima:** It's a full three course meal, with dessert as well.

**Dev:** I know this is one of your biggest event, do you guys ever put anything in yourselves?

**Fatima:** For this event, we do. We have money that we put in from external sponsorship, but we do save the external sponsorship and our internal fund for achieve.

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

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## **Item 6 Funding Request: Ryerson SOS: Students Offering Support @ 6:50 p.m.**

RE: Supplies & Marketing Costs

**Ruixin:** If you don't know what Ryerson SOS, we have three main goals: raise marks, raise money, and raise roofs. We have exam sessions to help students raise marks, we ask students to donate money, so that's how we raise money. And then we have all this money go to our initiative at the end of the year, which helps us to raise roofs – this year in Latin America. The funding request we're here for today is general operating expense and marketing costs. Our target audience is all TRSM students. There are two main segments of our funding request, first one is supplies – they help us to function as a student group. And marketing cost is to build awareness and engagement.

Our budget today, we're asking RCS for \$2482.82. Supplies are mainly regular office supplies. Some special items are the t-shirts for our team to get work out, and marketing snacks, member ID cards by having through ID cards, they can immediately go to someone, and show that they're a legitimate student group funded by RSC.

**Cody:** Marketing we're asking for our info sessions and to take us apart from SOS tutoring. The Ryerson SOS stamp, it's for exam aid discount cards, so if you get a certain number of stamps, then you can get free exam aid. There's a few giveaway things, a banner for the information sessions, awareness posters and SOS flyers around the school. It'll have the list of all courses we're offering. All of the operating costs and marketing costs, they're to support all of our events. These are events that we will hold this year and that the fund will help us with. Without the funding today, we can't really progress forward as a group.

**Ruixin:** The Supplies and Marketing Costs are costs that will be incur during the course of the 2011-2012 academic year in running RyersonSOS. Supplies cost are to cover most of our administrative costs as a student group and to purchase supplies necessary like markers, rulers etc. The supplies cost will also cover team materials such as t-shirts and official RyersonSOS badges so we can distinguish ourselves from SOS Tutoring Inc. and build team spirit. Also, we are requesting a food budget for our team members who meet with us weekly to plan and discuss how we can be a better group and how we can be a greater support for students. The marketing costs we will incur are to promote our student group and engage students to learn about our student group. This will be during our information booths and sessions as well as collaborative events and engagement initiatives. These items are the basic marketing materials we need for the year such as a brand stamp, banner, pens etc. These items are fairly basic but necessary to adequately promote RyersonSOS. These marketing materials will also help us create interest and retain memory in students minds so in their most stressful times, they will remember we are here to support them, thus Students Offering Support.

**Sal:** So what happens if you don't get funding from RCS?

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**Ruixin:** If we don't get funding, prioritize funding to buy the things we absolutely need first and then go from there.

**Sal:** It's to my understand that people who want to obtain your services, they pay for your services?

**Ruixin:** Yes, they donate \$20 for the session.

**Sal:** Out of that \$20 is any of that allocated to your budget?

**Ruixin:** The \$20 is strictly for the outreach trip, it's all for charity, 10% goes to SOS National. They tell us how much the trip costs and it all goes towards that goal.

**Gerald:** Where do you guys do these tutoring sessions?

**Cody:** We rent the classrooms around the school.

**Ife:** Do you guys have a marketing plan, I know all the materials, but how are you going to differentiate yourself?

Well, we have our info booths booked. Our first session we were in everyone's faces a lot. Our second one we were more laid back, and that worked better because people came to us. So we're thinking instead of just saying check our website, we can give them pens and things, so they have something tangible to walk away with. And they'll remember us during exam time.

**Angelo:** How many sessions would you have to date?

**Ruixin:** Around 3 or 4, I believe.

**Angelo:** I'm not sure how the policies work for SOS, but have you considered funding some of this stuff from your actual revenue? And then coming to RCS for the trip at the end of the year?

**Ruixin:** I believe it is set so that it's very structured in the sense that 10% has to go to admin and 90% has to do to the outreach trip.

**Cody:** It's an idea we can explore, I know some universities have somewhat of a similar system to that.

**Angelo:** I'm just recommending it for the future sustainability for the group.

**Amir:** Very good budget and an effective presentation. Have you used student services or other student groups?

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**Ruixin:** The only thing with other student groups is that our goals don't always match. Like the CIBC run for the cure, it's conflicting because we're a charity ourselves, so we should do it for ourselves.

**Dev:** I'm not sure what our turnout is, but if you don't meet the goal?

**Cody:** We probably will, but if we can't, then SOS national makes a lot of money and they can help us some way. We could get some money from them, and then come to RCS if the need be.

**Nina:** For the meeting snacks, I'm a little confused. And then there's candy?

**Ruixin:** Yeah, so the meeting snacks are for our weekly meetings. And the candy is for the information booths and study sessions that we have for students.

**Mustafa:** You should try looking into as many student groups as you can, and you'd have access to a lot more students. So try and look into the student groups.

**Gerald:** Have you thought about commuting with one of the suppliers, like Grand and Toy and Canadian Tire for some sort of partnership, for in-kind sponsorship?

**Ruixin:** Well, the ones with the logo, we get from national. But we look at it for the other materials.

**Ife:** Can you clarify what your outreach initiative is?

**Ruixin:** Sustainable education project, it's for two weeks in August, our volunteers who are qualified or benefit from this will help the community build a school or a sustainable education project. For example, we're thinking of building a kitchen for teachers in El Salvador, so that way the teachers don't have to go home to cook for lunch and they don't miss out on more time.

**Sal:** Given that I'm part of Student Services, I just want to say that your current business model is great. The fact that the majority of your funds go into charity really helps for you.

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

**Item 7 Funding Request: Retail Students Association (RSA) @ 7:15 p.m.**  
RE: National Retail Federation Conference

**Naila:** Hello everyone, I'm the president of the RSA.

**Michelle:** And I'm Michelle, I'm VP.

**Rachel:** And I'm Rachel, director of finance.

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**Michelle:** We're looking to send a group of 12 students to New York. The RSA has planned a trip to New York City for 12 fourth year Retail Management Students. The students will be accompanied by the Director of the School of Retail Management, Liz Evan. Events that the students will be partaking in within the trip are as follows - attending the National Retail Federation Big Show 2011, which is the largest retail conference within North American. It provides an excellent chance for retail students to take their academic knowledge outside of the classroom and network as well as listen to amazing industry sessions. The students will also tour NYC Retail Aspects, this included a tour by Joe Mimran of the first Joe Fresh Store in New York. This gives students the opportunity to take a look at Canadian retailers conducting business in one of the biggest retail cities in the world, and also have the chance to examine the atmosphere with the aid of faculty.

**Naila:** We already have a process happening, students applying, the director will be selecting 12 students to go, 4<sup>th</sup> year retail management, people that can represent the TRSM brand well. We're trying to find those who haven't really had the opportunity to travel and students who have tried to give back in the past few years.

**Rachel:** The main reason is to take their learning outside of the classroom, expose students to international representatives. The primary purpose of a study tour is to enrich the curriculum by closely examining a leading retailer or retail market in the North American environment. It's also a great opportunity to spread the TRSM brand. We want these students to gain a "real life", first-hand perspective of a leading North American retail market, learn about innovations in that particular city's retail environment, and determine how and why these innovations might or might not impact retailers throughout North America, and learn about the challenges and opportunities that face Canadian retailers. Upon our arrival, we will be given a tour of the retail landscape of New York. We'll be given some exclusive opportunities to attend some workshops.

**Naila:** In terms of impact, we strongly believe this is a great external branding opportunity. Upon return will present in in-class presentations about their experience in New York. We want to sit down with the faculty to change the curriculum. This is also a great opportunity to develop partnerships with retailers and academic institutions, which is currently University of Arkansas.

The revenues will outline the different funding options that will come, we've looked into dean's funding, department funding, PFACS, and RCS. This year we're not charging students, we want this to be a fair opportunity, even those who cannot pay the fee.

If you look at the RCS funding per student, RCS will be funding 33% per student. In case the funding request don't go through successfully, we will have a delegate fee of \$150.

**Mustafa:** What's your application process like?

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**Naila:** We already opened up the application, several essay format questions. First question is why should you be given this opportunity, second question is the contribution to the school throughout your four years and the third question is how you're going to represent the brand. Main three criterion, main aspect is 4<sup>th</sup> year and retail student.

**Angelo:** Aside from the suggestions for changes in curriculum, how does you sending 12 students help the rest of TRSM?

**Naila:** Well, the 12 students that we're sending are the leaders for this program. I remember when I was in first and second year, and these students would come back, being first year and second year student, it's a huge inspiration to see them go on conferences and experience that. So it's really inspirational to send these people who will dedicate their time. We want them to actually give back.

The faculty that we have going with the students is taking part in the entire experience. They can use their examples to change it based on what they learned.

**Amir:** Just a suggestion, you said you looked towards at the people who did this trip, don't you think, maybe you should open it to 2<sup>nd</sup> and 3<sup>rd</sup> year students, and then they can have this knowledge because they might get more involved in their undergrad here.

**Naila:** We would love to open up, but the only thing that stops us is funding. The only reason it's fourth year, we're looking for students who it might be their last chance to experience retail based conferences.

**Amir:** I don't know if you've looked towards sponsorships or collaborating with other business to increase your funding, so that way you could have more.

**Naila:** External opportunities would be amazing, we're going to be working on succession next month and I would love to sit down with a group and discuss external opportunities.

**Dev:** I was going to say, the retail faculty, when I went to school, was one of the very close-knit communities, have you tried raising money on your own?

**Naila:** We never tried that, even though it looks like we're very close-knit and all, it's not easy to fund raise money, because the application process is happening at such a busy time, it could benefit maybe if the fundraising was at the beginning on this year.

**Amir:** When was this trip planned?

**Naila:** At the end of the summer, we received all the documents and at the start of the semester, we started planning this. We have weekly meetings, so we go back and forth.

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**Gerald:** If we didn't fund you, you're charging students?

**Naila:** I'd like to mention that our PFACS meeting is only on December 2<sup>nd</sup>. We strongly believe that we will get the money, but again, that's pending. Last year, we you got only about 1000. I never realized we could ask for more than that, but because we can, we went all out this year.

**Prateek:** For clarification, how is your transportation set up to work out?

**Michelle:** Within the city, from our hotel, to the actual conference, busses will be provided of no charge. From the airport and to the hotel, and all the external activities will be provided for by students themselves. When we're looking at the airplanes, there are three airports in New York \$340 per person with Air Canada, \$445 and \$470 were the other ones. We have the earliest flight in and latest flight out.

**Angelo:** Have you considered keeping a check of some sort to keep students who attend this conference is to keep them accountable? Like once they attend a certain amount of faculty meetings or do. For a lot of the people, when you're graduating, that's really it, so what's to keep them from not even coming back at all to give something back?

**Naila:** Because last year was so successful, it's not holding them accountable for not doing something, but we do have a checklist right now. We could have some sort of deposit fee, to make sure they go through with what they're supposed to. From past experience, we never introduced a deposit fee previously, but that's a good idea.

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

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

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

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	0

**Abdul:** Call to order at 7:50pm.

**BE IT RESOLVED THAT** the RCS fund RUAS up to \$6500 for their Alumni Night.

**Moved:** *Salvatore Anania*

**Seconded By:** *Faiza Hussein*

**Sal:** No motivation.

**Angelo:** I think before we discuss anything, we have to keep in mind, that just because a group has a lot of money in their trust account and have had lots of events, we can't use that in our

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decision to fund them or not. As of now, any funding that they have received has been fully rationalized.

**Sal:** I understand, but if you go to any corporate sponsor, and they see that you have disposable income that you can use, that company wouldn't feel the need to sponsor them.

**Abdul:** You're not a company first of all, and secondly, as RCS we have a budget of \$1,000,000 and we still are going back to corporations to get sponsorship.

**Amir:** The point is to see if their money is being used in a effective way, and it's being put to good use.

**Nina:** They said they were saving the money for their next event right?

**Abdul:** Yes

**Angelo:** Just to crunch on all the points, maybe during discussion, if they do come in for an amount that's significantly more, maybe that could be taken into consideration. To be completely honest, I'm for the account, they budgeted for everything and they're good events. And if they don't use that fund account and that there's 0 used from their fund.

**Dev:** In terms of external sponsorships and trust, it would be easier to get external funding for them, so why is that amount so low? How much is external sponsorship and trust is so low? And how much is coming out from each?

**Abdul:** I would assume that it's coming out of sponsorship.

**Sal:** So when students come to us to send their students to conferences, how are those students going to benefit the general membership? How are the 65 members going to benefit the general membership?

**Amir:** That's irrelevant I think because it's tailored towards a specific field. Why is the food so expensive?

**Abdul:** That's the only choice they have through Cara Commons.

**Dev:** I keep hearing the same thing that each event has to benefit each one person at the school, that's not true. Each event has to benefit the brand of the school. Everyone benefits from it from one way or another.

**Sal:** I was just saying that we just pose these questions for students who come in for conferences and competitions, we always say how is this going to benefit everyone, but never to events that groups have.

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**Angelo:** The benefit is readily identifiable, during CA recruitment night, probably 90% of the networks they created to RUAS events, and this is what I think. So it's identified easily, whereas a conference, you have to make sure that the students are coming back and contributing.

**Dev:** Don't forget that each student has their own mandate and they represent their students.

**Sal:** Can we make it conditional on that if they get the money from PFACS, then it's only the difference that RCS funds?

**BE IT RESOLVED THAT** the RCS fund RUAS up to \$6500 for their Alumni Night, conditional on that if they get the money from PFACS then it's the difference.

**Moved:** *Salvatore Anania*

**Seconded By:** *Faiza Hussein*

**Result:** *Passes unanimously*

For	Against	Abstentions
8	0	3

**BE IT RESOLVED THAT** the RCS fund RyersonSOS for the amount of \$2482.82 for their supplies and marketing.

**Moved:** *Salvatore Anania*

**Seconded By:** *Gerald Mak*

**Sal:** My motivation is that we have RCS cares and we have corporate social responsibility and the money that we allocate to that is just admin and that's what they're asking for, just so they can keep going.

**Gerald:** I'd like to add an amendment that we fund them for the same amount, as long as they seek some sort of corporate sponsorship of in-kind goods. I know Grand and Toy has something like 10% for schools.

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund Ryerson SOS \$2482.82, on the condition that they seek some sort of corporate sponsorship for in-kind goods.

**Moved:** *Gerald Mak*

**Seconded By:** *Michael Jor*

**Michael:** So, what I heard from them is that RyersonSOS set the certain prices, they set the prices for labelled goods. But I'm trying to say that the supplies are customized, that being said, if we get someone else, it won't have the same branding.

**Abdul:** I think the idea is to at least try.

**Sal:** if the board does decide that fund amount, they can just meet up with Darren and get some ideas about that?

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**MOTION TO** make an amendment to the motion so that the motion states that RCS fund Ryerson SOS \$2482.82, on the condition that they seek some sort of corporate sponsorship for in-kind goods.

**Moved:** *Gerald Mak*

**Seconded By:** *Michael Jor*

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	2

**Abdul:** So now we're back to the main motion.

**BE IT RESOLVED THAT** the RCS fund Ryerson SOS \$2482.82, on the condition that they seek some sort of corporate sponsorship for in-kind goods.

**Moved:** *Salvatore Anania*

**Seconded By:** *Gerald Mak*

**Result:** *Passes unanimously*

For	Against	Abstentions
8	1	2

**BE IT RESOLVED THAT** the RCS fund that RSA for the amount of \$4100 for their retail conference in New York.

**Moved:** *Salvatore Anania*

**Seconded By:** *Gerald Mak*

**Sal:** This is the first time they've come to RCS for this year for any funding.

**Angelo:** I think that the students should be responsible for at least something. An application process only goes so far, it is a pretty amazing deal for them to go on this conference for free, there's no actual safeguard.

**Sal:** Well, that's ironic, because on all of RCS posters we say that we 100% fund conferences and competitions, and now we're not.

**Sam:** Could we put it as a condition, so they come in and present during one of the RCS 101 sessions? They would be presenting to future students attending conferences based on our presentation template, so that would be helpful.

**Ife:** I definitely agree with what Sal said, didn't Michelle say that students would be paying their own transportation?

**Prateek:** When we say that you can go for free, that's RCS that's choosing the applicant. The application process is out of our hands in this case.

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**Mike:** Also, that's why we have training sessions, so they can represent us properly. It's to represent us properly.

**Sal:** The board as a whole, we trust individuals who are choosing the recipients and have trust in the faculty as well to help choose.

**Amir:** I think it's not up to us to impose anything on them. We have no say at all in what's going on. If that's the case, there should be a process, I don't think we have some sort of process.

**Prateek:** Point of information, where is the \$4100 coming out of from? Student groups or conferences and competitions?

**Angelo:** It's coming from student groups.

**Sal:** How many conferences does RCS provide that are specific to retail?

**Abdul:** Well, some are multiple disciplinary, but none specific to the retail students. In essence, we send students but we don't have any specific to the retail department.

**Faiza:** When you apply for conferences, you have the opportunity to look into conferences yourself and find them. I think we overlooked that she did say that they were going to come back and go to the courses and present.

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund RSA \$2600 for their conference.

**Moved:** *Angelo Pirozs*

**Seconded By:** *Gerald Mak*

**Angelo:** This is based on contingency plan, that students will pay \$125.

**Amir:** Point of information, why isn't this going through George?

**Abdul:** This is not considered to be a regular conference through the RCS, Liz wants to choose specific people. It has nothing to do with RCS, it's different, it's faculty managed, but it's also through the student groups.

**Amir:** So who would we sent the cheque to?

**Abdul:** RSA because they're the course union, but the faculty is making the decisions. Liz Evans making the decision with students going, the RSA doesn't automatically get to go, they have to apply.

**Hitansh:** If we fund RSA, and nobody from RSA goes, then where does the money go?

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**Abdul:** Well we'd be funding the conference that the student group is organizing, not the group itself.

**Sal:** Why I disagree with Angelo because that's not the only cost that the students will be incurring, transportation and other misc costs. They want to open up this door to students who can't afford this, so I think having to pay that fee goes against what they're trying to do.

**Ife:** Given that retail is a small problem, I feel like this will discourage a lot of students, they can't afford to pay that expense. So I feel like this is a great opportunity.

**Gerald:** I don't think this will discourage students to apply.

**Angelo:** there might be a misunderstanding, this is an amazing event, but there aren't any safeguards bringing value back to our general membership. There's nothing holding these students accountable.

**Sal:** What's a safeguard that the students that we send to conferences?

**Angelo:** Students are required to present at a RCS101 and present about events to students. It's done in the form of a deposit, so if they want their money, they have to do this.

**MOTION TO** make an amendment to the amendment so that the motion states that RCS fund RSA the full amount initially asked for, as long as they present to the RCS101 sessions and plus two retail sessions.

**Moved:** *Salvatore Anania*

**Seconded By:** *Ife Osemeke*

**Sal:** This is how RCS can be recognized for funding them to go to this trip, this is our recognition for funding them.

**MOTION TO** make an amendment to the amendment so that the motion states that RCS fund RSA the full amount initially asked for, as long as they present to the RCS101 sessions and plus two retail sessions.

**Moved:** *Salvatore Anania*

**Seconded By:** *Ife Osemeke*

**Result:** *Fails*

For	Against	Abstentions
3	7	1

**Abdul:** So now we're back to the initial amendment at \$2600.

**MOTION TO** make an amendment to the motion so that the motion states that RCS fund RSA \$2600 for their conference.

**Moved:** *Angelo Pirozs*

**Seconded By:** *Gerald Mak*

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**Result:** *Fails*

For	Against	Abstentions
4	4	3

**Abdul:** So seeing as it's a tie, the secretary must decide.

**Bushra:** I'm against the amendment.

**Abdul:** Amendment fails. So now back to the main motion.

**BE IT RESOLVED THAT** the RCS fund that RSA for the amount of \$4100 for their retail conference in New York.

**Moved:** *Salvatore Anania*

**Seconded By:** *Gerald Mak*

**Result:** *Passes*

For	Against	Abstentions
6	3	2

## Item 8 OTHER BUSINESS

**Sal:** So, the issue of board member engagement, there's a lot of redundancy and things that are unclear. Therefore the knowledge and what needs to be required is not consistent between the RCS.

**Abdul:** We're talking about doing some sort of training for the board, there are a lot of misinformed board members and executives. We're talking about doing another training session, talk about some things that have been of concern.

**Nina:** The business careers referendum, I believe that there were shifts going on, and I'm very happy with the turnout but if all the members did go out, we could have increased those numbers. I feel like that was very important, and not a lot of members did what they were supposed to.

The special meeting that we had the other night, it was really important to attend. And that's why some members are confused as to what happened at the SAGM.

**Amir:** Student group funding committee, what would be the point of board meetings?

**Angelo:** Our board meetings would be more towards strategic planning, executive updates, different project teams, but it would be more focused on evaluating our organization. We want to do to a 360 review, make sure all the projects are efficient. The 3-5 year master plan to see things that are done on the RCS, every single project that we take on falls in line with the master plan. So you can tell that 90% of the time we're doing funding request, large projects that have

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been brought forward come externally from members or members doing work on their own accord. I would have loved if the business career referendum would have been discussed as a board.

**Abdul:** If you do have more questions on this piece specifically, just ask questions.

**Sal:** Point of information, weren't we not going to financially support the referendum?

**Abdul:** The dean's funds up to \$5000 for the referendum. At the end of the day, if they want to come back, that money was transferred from the dean. RCS did not fund a single penny.

Everything needs to be more transparent

**Amir:** Point of information, when are we going to be doing the elections and nominations for the funding request committee?

**Abdul:** Let's say next board meeting.

**Dev:** What was the structure like?

**Angelo:** It is going to be compiled of the RCS President, VP finance, two directors, and a student group member. This student group member will be elected by the student groups. There will be an election process and each student group gets one vote for a representative.

## Item 9 ANNOUNCEMENTS, NEXT MEETING and ADJOURNMENT

*Next Meeting:* November 28<sup>th</sup>, 2011 @ 6:00

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

**Abdul:** Next meeting will probably be the last meeting of the year.

**MOTION TO** adjourn the meeting at 8:35pm.

**Moved:** *Ife Osemeke*                      **Seconded By:** *Nina Tavakoli*

**Result:** *Passes unanimously*

For	Against	Abstentions
9	0	3

**ADJOURN THE MEETING at 8:35PM.**

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**Minute Prepared By:** Bushra Jawed (November 14<sup>th</sup>, 2011)

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

## APPENDIX A: RCS Funding Request Checklist

Strategic Objectives:

- Academic
- Student Engagement & Success
- Reputation Enhancement
- Governance

Checklist Items	Yes	No	Comments
<b>General</b>			
1. Did the student group provide all required documents on time?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is this an upcoming or past event?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Where will this event take place?	<input type="checkbox"/>	<input type="checkbox"/>	
4. How long will the event last?	<input type="checkbox"/>	<input type="checkbox"/>	
5. How far is the student group into the planning stage?	<input type="checkbox"/>	<input type="checkbox"/>	
6. What will happen if we do not grant their request? What is their back-up plan?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Was the presentation done well (i.e., presenters dressed accordingly, came fully prepared, provided documents for most board members, answered question thoroughly, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Future goals and sustainability	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does faculty advisor know about this event?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Budget</b>			

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10. How much money is being requested?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Has this event been funded in previous years? If so, how much money was granted?	<input type="checkbox"/>	<input type="checkbox"/>	
12. Has the student group looked for funding from other sources (i.e., PFACS, Dean Jones, President Levy, faculty/school, etc? )	<input type="checkbox"/>	<input type="checkbox"/>	
13. Does the budget include a breakdown of all relevant costs and revenues, in addition to the requested amount and where this money will go?	<input type="checkbox"/>	<input type="checkbox"/>	
14. Will the spending be spent appropriately? (e.g., no alcohol) ?	<input type="checkbox"/>	<input type="checkbox"/>	
15. Does the student group have a “Plan B” budget?	<input type="checkbox"/>	<input type="checkbox"/>	
16. What is the cost per person?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Marketing</b>			
17. Has the student group begun promotion?	<input type="checkbox"/>	<input type="checkbox"/>	
18. Has the student group sold any tickets to date?	<input type="checkbox"/>	<input type="checkbox"/>	
19. What is the ratio of student to industry?	<input type="checkbox"/>	<input type="checkbox"/>	
20. What is the advertising (marketing) plan?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Sponsorship</b>			
21. Is this student group part of CCPP?	<input type="checkbox"/>	<input type="checkbox"/>	
22. Who are the sponsors and donors?	<input type="checkbox"/>	<input type="checkbox"/>	
23. How will sponsors be recognized?	<input type="checkbox"/>	<input type="checkbox"/>	

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<b>Engagement</b>			
24. How many TRSM students will be enriched by the event?	<input type="checkbox"/>	<input type="checkbox"/>	
25. Are all participating students full time undergrads at TRSM?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Reputation</b>			
26. How will this help the reputation of Ryerson and TRSM?	<input type="checkbox"/>	<input type="checkbox"/>	
27. Purpose of event?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Other</b>			
28. Any risk assessment forms need to be signed?	<input type="checkbox"/>	<input type="checkbox"/>	