

Brock University Students' Union Board of Directors

Meeting: 5

Date: July 4, 2019

Members present:

Executive (2): Bilal Khan, Asad Jalib

BUSAC (2): David Bisong, Marcus Fluellon

Student at Large (3): Elijah Wright, Harroop Ahuja, Valentina Castano

General Manager: Robert Hilson

Members absent:

AGENDA

1. Approval of Agenda
2. Approval of the Minutes
3. Territorial Recognition
4. Capital Request – Second Reading, Subway Remodel
5. Capital Request – Second Reading, General Brock New POS/Inventory System
6. Brock TV Budget Approval
7. Capital Request – First Reading, Brock TV Equipment
8. Human Resources Manual update
9. Adjournment

MINUTES

1.0

Approval of the Agenda

BIRT Board approves the agenda for Meeting 5

Khan, Wright

7-0-0

2.0

Approval of the Minutes

BIRT Board approves the minutes from Meeting 4

Bisong, Jalib

5-0-2 (Fluellon, Wright)

3.0

Territorial Recognition

4.0

Capital Request – Second Reading, Subway Remodel

Director, Business Operations, Heather MacLean, presents on the Subway Remodel Capital Request. The request for a remodel is mandatory every seven years, which includes a re-branding of the location.

BIRT Board approves \$36,818.03 from Capital in its second reading for the Subway Remodel
Khan, Jalib
7-0-0

5.0

Capital Request – Second Reading, General Brock New POS/Inventory System

Director MacLean presents on the updated costs of General Brock's New POS/Inventory System.

Castano: Where do you see General Brock in five years?

MacLean: Ideally, I'd like to see a second location that could be a version of General Brock in the new student centre. I would like to have more food and grocery items, which has come up year to year. This program is suitable for us as it will support the business we have, which a smaller system would not work.

Castano: Can this system be used in future locations?

MacLean: Yes, we would buy additional equipment to use in another location.

BIRT Board approves \$16,825.53 from Capital in its second reading for General Brock's New POS/Inventory System
Fluellon, Wright
7-0-0

6.0

Brock TV Budget Approval

Mitch Morrone, executive director of Brock TV, presents on his operation budget for the 2019 – 2020 fiscal year.

BIRT Board approves the Brock TV budget as presented by the Executive Director for the 2019 – 2020 year
Wright, Jalib
7-0-0

7.0

Brock TV Capital Request – First Reading, Brock TV Equipment

Executive Director Morrone presents a capital request for upgrading Brock TV equipment.

Castano: Are the computers covered by insurance?

Morrone: We get a warranty with the computers. I believe our equipment is covered by BUSU's insurance.

Hilson: Yes, these computers would be covered under the insurance plan in the event something would damage them.

Castano: How many cameras do we have now?

Morrone: This request would add two cameras to match the number of staff we have to be able to fulfill requests for shoots.

Castano: How long is the warranty?

Morrone: It's a one-year warranty with options to purchase additional coverage. We have not purchased additional coverage before.

Khan: Is part of the capital plan?

Hilson: This money is coming from Brock TV's levy, not the capital fund. The practice has been that any requests that come over \$500 will come to the board, with the funds coming from the Brock TV's levy.

Khan: Can we amend the request to reflect where the funds will be coming from?

BIRT Board approves \$11,225 from Brock TV Capital in its first reading for Brock TV equipment
Fluellon, Wright
7-0-0

8.0

Human Resources Manual Update

Director, Government Operations, Ron Bauman, reminds the directors to read the Human Resources Manual. The manual was sent in June on behalf of Director of Operations, Kate Swiatek, to receive feedback on the manual to coincide the input from BUSU's legal representatives from Lancaster, Brooks & Welch LLP.

Adjournment (Castano)