



Brock University Students' Union

Brock University Students' Board of Directors

Agenda: Meeting #24 – January 6, 2015

Members present:

Executive (2): Spencer Dawson,
BUSAC (2): Madi Fuller, Mazin Amin,
SAL (3): Olivier Kayitaba, Kelsey Craig
General Manager: Chris Green

Members absent (with regrets *): Kyle Rose*, Geraldine Rieger*

This was the 24th meeting of the Board of Directors for the 2015-2016 year

The meeting was called to order at 10:00am

Agenda Review & Revisions

1. Call to order
2. Approval of the Agenda
3. Update to the Assistant to the President Job Description
4. Deferred Maintenance Expense (second reading)
5. Deferred Maintenance Expense (first reading)
6. Additional Funding for Frost Week Breakfast
7. BrockTV Contract
8. Adjournment

1.0

Call to Order

Meeting is called to order at 10:10am

2.0

Approval of Agenda

BIRT Board approves the agenda for the 24th meeting of the 2015-2016 term

Fuller, Amin

Motion carries unanimously

3.0

Update to the Assistant to the President Job Description

Job description was approved via email sent out by Kyle Rose on December 30, 2015. Chris Green presents recommendations on changes that should be made before posting.

Kayitaba: I don't see the point of this position; it seems like just filler

Green: We took out the tasks that they won't be doing. This position will also help fill the front desk when Sandra is in class

Kayitaba: What budget would their hours be coming from?

Green: Division one

Amin: Will this person be helping other Execs?

Green: Mainly to the President but they could assist the VPs if needed

BIRT Board approves the changes to the Assistant to the President Job Description
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Dawson, Amin

4-0-1 (Fuller Noted Abstention)
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4.0

Deferred Maintenance Funding (second reading)

Green presents the second reading of the work to be done on the Isaac's lighting rig

BIRT Board approves \$7376.30 from Deferred Maintenance in its second reading for Isaac's light rigging
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Amin, Craig

Motion carries unanimously

5.0

Deferred Maintenance Funding (first reading)

Green explains that when the contractors completed the work on the lighting rig they found other cables that need to be replaced.

Green: We need another inspection (we are hoping facilities management will be paying for half), labour, materials, and the equipment. The total amount needed is \$3668

Kayitaba: Can this wait?

Green: We have been notified of this potential issue so we should have the work done. It's a potential safety hazard for students who are in Isaac's

Kayitaba: Do they think it needs to be done now?

Green: We are a tenant of the university so they can't tell us we have to do it but they have strongly urged us to do it. The deferred maintenance fund has money available

Kayitaba: What is the purpose of this?

Green: Increase the weight load of the rigging in Isaac's

Kayitaba: What do you guys think; it isn't necessarily urgent right now

Fuller: I think we should do the inspection and the work

Dawson: Would they do the work and then the inspection after?

Green: Yes,

Kayitaba: Goal of the inspection?

Green: The inspection will happen after the work is done

Craig: I assume the cost will go up for the work the longer we wait. I think it's a good idea to get it done and over with at this time. Can't predict when policy will change on

Amin: I think we need to do the work now

Kayitaba: What we have now is working

Amin: Any need for deferred maintenance in the future?

Green: Don't see anything coming up before May 1st

BIRT Board approves \$3668 from Deferred Maintenance in its first reading for additional work on the Isaac's rigging

Fuller, Craig

Motion carries unanimously

6.0

Board Member on Hiring Committee for Accounting Clerk

Green explains to Board that Maggie Zhang (Accounting Clerk) has resigned from BUSU. We need a Board member to sit on the hiring committee.

Green: I need a Board member to sit on the hiring committee for the Account Clerk position. Maggie has resigned. We will hire a temporary replacement from an agency to fill the spot for approximately three months. Recommend not an executive on the hiring committee.

Kayitaba: So we have hired someone from Kelly Services for the next while until we can fill the Accounting Clerk position. We have to open internally first?

Green: Yes, we have someone from Kelly Services. We have to offer the chance for our other union member (Sandra) to apply before we go external

BIRT Board elects Craig to the Accounting Clerk hiring committee

7.0

Funding Request for Frost Week Breakfast

Horvath presenting a funding request for an additional \$819 for Frost Week breakfast from the Fed Up Levy

Kayitaba: Is this enough food for three days?

Horvath: It's only one day (Monday)

Kayitaba: Can you break down the items?

Horvath: I will have to ask Mike because he ordered them

Kayitaba: It would be nice to have the actuals from Mike

Horvath: I took into consideration the comments and suggestions from the last breakfast. We will be using paper plates and putting out a compost. Burrito Boyz also has been confirmed and will be making French toast

Amin: Can you advertise in the Market?

Horvath: I will have to ask permission to advertise there

Kayitaba: I like the idea but I think we should be careful on the amount of money we are spending on breakfast. I think we should stick to the regular amount.

Horvath: rather than spending the entertainment budget on food we would like to spend the Fed Up money on the food

Amin: How else could the money be spent?

Horvath: You have to be there and see how excited the students were to see all the food options

Dawson: There have been no other requests for the Fed Up money

Craig: I have certain dietary needs so if you cut the budget then you would lose some of those options

Kayitaba: I would be more comfortable with the money being spent as the original request

Green: I can clarify on the Frost Week budget. We get 80-90k in sponsorship for O-Week and we try to get 10k-15k for Frost Week. We have significantly less money to spend.

Horvath: The students who put money into the Fed Up levy should be the ones who are seeing the benefit of it.

BIRT Board approves an additional \$819 in funding for Frost Week breakfast from the Fed Up Levy

Craig, Dawson

Motion carries unanimously

8.0

BrockTV Contract

Suggest tabling until next week so everyone has a chance to read

BIRT Board tables approval until the next meeting
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Craig, Amin

Motion carries unanimously

Kyle Rose

Spencer Dawson
Secretary