



Brock University Students' Union

Brock University Students' Board of Directors

Agenda: Meeting #26 – January 27, 2015

**Members present:**

Executive (2): Kyle Rose, Brian Horvath  
BUSAC (2): Argho Deb, Kyle Bezaire, Wasim Demachkie  
SAL (3): Kelsey Craig, Geraldine Rieger  
General Manager: Chris Green

**Members absent (with regrets \*):**

This was the 26<sup>th</sup> 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. Election of Temporary Chair and Vice Chair
4. Fed Up Levy Request
5. Green Levy Request
6. Manager, Marketing and Communication Job Description
7. Partnership Manager Job Description
8. In-Camera Session
9. Deferred Maintenance Request (second reading)
10. Committee Appointments
11. Adjournment

**1.0**

**Call to Order**

*Meeting is called to order at 10:12am*

**2.0**

**Approval of Agenda**

**BIRT Board approves the agenda for the 27<sup>th</sup> meeting of the 2015-2016 term**

Horvath, Rose

**Motion carries unanimously**

**3.0**

**Appointment of Temporary Chair and Vice-Chair**

**BIRT Board appoints Geraldine Rieger as Chair and Kelsey**

<b>Craig as Vice-Chair</b>
Rose, Demachkie
<b>Motion carries unanimously</b>

**4.0**

**Fed Up Levy Request**

*Heather Hill (General Brock Manager) is requesting \$5065 for a large refrigerator and \$600 for two additional fridge units.*

**Bezaire:** I like this idea; she is just going to spend money on repairing old units. I think this is a good use of the Fed Up funds

**Deb:** How are General Brocks revenues?

**Green:** Our business goals are to get to be even at the end of the year. Revenue wise, General Brock is projected to have a \$3-5k loss this year. She could cover this expense on her own, however, if she comes out with a loss division one has to cover it. She has had a lot of repairs this year.

**Horvath:** The \$600 fridges are directly going to be used to diversify food options on campus

**Green:** I can see arguments from both sides if this should come out of the Fed Up Levy. It will help provide students with food on campus. However, something like this typically would go through capital or deferred maintenance.

**Rose:** Every year when we budget for capital requests we have to prioritize between all the divisions. All the divisional managers submit their requests to Board

**Bezaire:** Is there enough in deferred maintenance?

**Green:** Yes but it would be tight; we would probably have to wait until May to purchase (new fiscal year). One benefit of purchasing now is these fridges will directly impact her sales.

**Craig:** If she just fixed these units, how much would it cost?

**Green:** Around \$10,000

**Rieger:** Can the money be divided between accounts?

**Green:** If it was rejected at BUSAC I think we could explore that.

<b>BIRT Board approves \$5065 from the Fed Up Levy for the General brock refrigerator</b>
<b>BIFRT Board approves up to \$600 for two additional fridge units</b>
Rose, Craig
<b>6-1-0</b>

**5.0**

**Green Levy Request**

*Facilities is going to come in and replace the light fixtures around the university to more efficient units*

**Green:** The total cost is going to be \$3,120. We are hoping to get a rebate to bring the project down to \$2,250. Project will pay for itself in 5.24 years. The university will be doing this regardless. I believe this directly fits in with the mandate of the Green Levy

**Horvath:** How many years are the lights good for?

**Green:** Not sure

**Craig:** What is the current balance from the Green Levy?

**Green:** Every year we bring in approximately \$79k

**Demachkie:** I think this is a really good investment

<b>BIRT Board approves up to \$3,120 from the Green Levy to replace light fixtures in the Student Center</b>
Horvath, Bezaire
<b>Motion carries unanimously</b>

**6.0**

**Manager, Marketing and Communications Job Description**

*Green presents the updated job description for Manager, Marketing and Communications.*

**Bezaire:** Part is missing from the working conditions

**Green:** Will update before posting online

<b>BIRT Board approves the Manager, Marketing and Communications job description as presented</b>
Rose, Horvath
<b>Motion carries unanimously</b>

**7.0**

**Partnership Manager Job Description**

*Green presents the job description for Partnership Manager*

**Green:** This was the first year we separated the partnership job and the events job. We would like this to be a two year full time job. The majority of our partners for O-Week were new partners so we successfully reached out.

**Craig:** How much of their time will be used for clubs/student groups?

**Green:** They will have a small amount of time to help with clubs. Right now, at 30 hours a week they don't have any time

**Bezaire:** Regular contacts include Clubs Manager?

**Green:** There is a section that includes divisional managers

**Bezaire:** I like that it's being called "partnership" instead of "sponsorship"

<b>BIRT Board approves the Partnership Manager job description as presented</b>
Rose, Bezaire
<b>Motion carries unanimously</b>

**8.0**

**In-Camera Session**

*Motion to move in-camera at 11:07 (Rose, Craig) – motion carries unanimously*

*Motion to move out of camera at 11:23am (Rose, Bezaire) – motion carries unanimously*

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**9.0**

**Deferred Maintenance**

*Green presents an additional request for \$155.60 to remove a door in Isaac's for the rigging*

<b>BIRT Board approves \$155.60 in its first reading from Deferred Maintenance</b>
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Rose, Bezaire
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<b>Motion carries unanimously</b>
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**10.0**

**Committee Appointments**

<b>BIRT Board appoints Argho Deb to the Appeals Committee BIFRT Board appoints Kelsey Craig to the Ethics Committee</b>
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Kyle Rose

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Spencer Dawson  
Secretary