

R Brock University Students' Union Board of Directors

Meeting: 4

Date: June 22, 2018

Members present:

Executive (2): Aidan Hibma, Bilal Khan
BUSAC (2): Cara Persia, Mohamad Ali
Student at Large (3): Rafay Rehan, Witta Nicoyishakiye
General Manager: Robert Hilson

Members absent: Valentina Castano

AGENDA

- 1 Capital Request (Aidan Hibma)
- 2 Approval of the Division One Budget
- 3 Appointment of Board Members to BUSAC Committees
- 4 Approval of the minutes

MINUTES

1.0

Capital Request – Second Reading (Aidan Hibma)

BUSU President, Aidan Hibma, presents a capital request for three microwaves to replace one of our broken ones and provide two microwaves for the downtown campus.

BIRT Board approves the second reading of \$1245 from the BUSU Capital Levy for three microwaves

Ali, Persia

4-0-1 (noted Hibma)

2.0

Division One Budget Approval

BUSU VP Finance & Administration, Bilal Khan, presents the division one (operating) budget for approval (Robert Hilson leaves the room). Bilal reviews each section of the budget explaining the lines as needed.

Hibma: We have an additional job we were approved from on the summer job subsidy that will be added once we go through the hiring process

Witta: Why are telephone and fax costs together?

Khan: Our fax cost is only \$25 so we just put it together with the telephone costs. They still have separate codes for accounting purposes

Rehan: Consultant fees?

- Khan:** Anytime we have to bring a consultant in to help with some projects. For example, policy review, RFP's, etc. This year we have spoken about bringing in a governance consultant.
- Persia:** Purpose of legal costs? Having someone available?
- Hibma:** Yes we already have several lawyers that we work with, they will help us through various issues BUSU faces.
- Persia:** So legal costs could change drastically depending on how the year goes?
- Khan:** The numbers are not set in stone, they will change throughout the year. Legal is one that can go drastically up if something happens.
- Rehan:** Can you explain CPP and EHT?
- Khan:** Canada pension plan and employer health tax which is calculated by our Director of Operations (Kate Swiatek)
- Ali:** Meal allowance?
- Khan:** The Executives, Directors and some full time managers are given a meal allowance because they often are working after hours.
- Hibma:** We are taking it out of division one and putting it into the food divisions
- Rehan:** Can you explain the staff wellness?
- Khan:** It's an additional benefit we offer to our full time staff
- Hibma:** We place a lot of focus on our students when it comes to Wellness and we wanted to make sure our staff are covered as well. It can be used to cover gym memberships, league fees, or partial cost of equipment.
- Ali:** Is the travel to cover cost of commuting to work?
- Hibma:** it is for the one off events (not regular commuting). For example, driving to the airport or around the region for meetings.
- Hibma:** The elections line will cover the cost of our candidates campaigning
- Rossetto:** We can adjust candidate allowance as needed. If we have double the candidates as expected we can lower their campaign allowance
- Hibma:** For the international student airport shuttle – is that money going to ISS?
- Khan:** Yes, and it will cover some food/swag for the students we pick up
- Rehan:** What is the cost of the Drive Home program?
- Khan:** Based on what was budgeted the year before but we increased our amount this year so we can improve the service. We took that approach with all the services they are listed in the budget
- Persia:** For O-Week, is there a breakdown of the money will be spent?
- Khan:** They have their own budget that they use to plan for the week. The Student Life team has created a budget separate to that
- Rehan:** What is the programming contribution?
- Khan:** Programming for throughout the year which is budgeted through the Student Life budget as well
- Ali:** Research?
- Hibma:** That money can be used for development conferences, platform points, etc. It is to be used by the elected officials to complete what has been promised to the students
- Hibma:** Community outreach is making sure our name is known in the public. Allows us to contribute to some events throughout the year. For example, it will be used to help fund the Six Nations lacrosse game.
- Ali:** What about the Health and Dental budget?
- Khan:** This is just our operating budget for BUSU. Health and Dental is a completely separate levy with its own budget
- Ali:** What is done with any surplus?
- Khan:** Our financial statements will show much money we have invested and put into reserves
- Witta:** Do you have the dollar amount that we ended up spending last year?
- Khan:** I can circulate that information to the Board
- Hibma:** Would like to commend Bilal for all his work on this budget. It was difficult to get it to the point it is today but he worked very well with each department to make the budget presented today.

BIRT Board approves the 2018-2019 division one budget as presented

Persia, Ali

5-0-1 (Khan)

3.0

Appointment of Board Members to BUSAC Committees

BIRT Board appoints Persia to the Appeals Committee for the 2018-2019 year

BIFRT Board appoints Rehan to the Internal Affairs Committee for the 2018-2019 year
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BIFRT Board Appoints Ali to the Governance Committee for the 2018-2019 year
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Witta, Hibma

3-0-3

4.0

Approval of the minutes

BIRT Board approves the minutes from meeting #3
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BIFRT Board approves the motions from the in-camera session
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BIFRT Board approves Appendix A from the in-camera session

Hibma, Ali

5-0-1 Motion passes Unanimously
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Other Items: