



Chair	Brian Howe
Secretary	Michal Kononenko
Expected Attendees	Leila Meema-Coleman, Sarbajoy Majumdar, Kevin McNamara, Abdullah Barakat, Don Tu, Hannah Gautreau, Cody Bechberger
Excused Absences	Sarbajoy Majumdar
Unexcused Absences	Victoria Debrincat, Diana Dickson

Engineering Society Board of Directors Meeting Minutes *May 2015*

1.0 Welcome and Call to Order

- Meeting called to order at 8:00 pm

2.0 [D] Approval of Meeting Minutes

- *Motion:* Approve the minutes
 - *Mover:* Hannah Gautreau
 - *Seconder:* Abdullah Barakat
- *Result:* Motion passes unanimously

3.0 [D] Textbook library closure plan

- *Reading of the motion by Chair*
- Speaking to motion: *Leila Meema-Coleman*
 - The goal of this motion is to close the EngSoc textbook library, for reasons including
 - Lack of student engagement and use of the service
 - Lack of funds to run the library
 - The fact that all services provided by the library are replicated outside of campus
 - It is important to understand that EngSoc will not be profiting in any way from the closure of the library
 - The closure plan is as follows
 - The inventory will be divided in half, with each one half being appropriated to ASoc, and one half being appropriated to BSoc
 - Half of the books will be available for ASoc Sale

- The other half of the inventory and leftover inventory from the ASoc sale will then be sold on BSoc next term
- All profits from these sales will be donated to charity
- This proposal was discussed by both presidents and the business manager. All that remains is for board to approve this plan.
- *Motion:* Approve the Textbook Closure Plan
 - *Mover:* Leila Meema-Coleman
 - *Seconder:* Kevin McNamara
- *Result:* Motion passes unanimously

4.0 [I] Actuals Update

- *Speaking to Motion:* Kevin McNamara
 - In order for the budget to be finalized, and as required by the governing documents, Board must approve annual EngSoc budgets as well as actuals to ensure transparency and provide fiscal oversight
 - The corporate account is budgeting a deficit this term, but this is to be expected
 - BSoc has paid in its last contribution into the corporate account over the term
 - Novelties sales were slower than what we have projected
 - We have more sponsorship income than what was expected for the term
 - Renovations for the term were slightly over budget
 - The photocopying bill was incurred due to the previous ASoc term's marketing
 - It is projected that EngSoc will run a deficit for this term, but the influx of student fees over the Fall 2015 term will remedy the deficit
 - *Question:* Does the \$975 from Ridgidware include all expenses?
 - Yes. This is pure income
 - Over 8 months, Ridgidware ran \$1300 in sales, on a \$1000 initial investment, and they still have inventory
 - However, the C & D lost money over last term
 - This is part of a trend starting last year
 - Changes are being made to boost C & D profits, contact Kevin for more details
 - Next meeting, we will see the updated actuals

5.0: [D] Adding vendors to the Vendor List

- *Motion:* Add the vendors listed to the vendor's list
 - *Mover:* Kevin McNamara
 - *Seconder:* Abdullah Barakat
- *Speaking to Motion:* Kevin McNamara
 - The Vendor List is a list of all approved vendors from which EngSoc purchases its products
 - This list provides oversight as to which businesses EngSoc is currently using
- *Reading of Motion by Chair*

May 1st, 2014



- *Result:* Motion passes unanimously

6.0: [D] EngSoc Fee Increase

- *Motion:* Increase the EngSoc student fee to \$15.75 to account for inflation
 - *Mover:* Kevin McNamara
 - *Seconder:* Hannah Gautreau
- *Reading of the Motion by Chair:*
- *Speaking to Motion:* Kevin McNamara
 - As per the new governing documents, this is the new process for EngSoc fee increases
 - It is a good practice to increase the EngSoc student fee by the Consumer Price Index every year, in order to account for inflation, and ensure that EngSoc revenues have the same buying power year over year.
 - The fee has been rounded up to \$15.75 in order to be rounded to the nearest 5 cents. This makes life easier for student refunds
 - Upon approval, this motion will go to the university Board of Governors for final approval, and then the fee will show up on the students' bills.
- *Amendment:* Change the spelling from "board of directs" to "board of directors"
 - *Mover:* Don Tu
 - *Seconder:* Abdullah Barakat
- *Result:* Amendment passes unanimously
- *Result:* EngSoc Fee Increase motion passes unanimously

7.0 [D] Adjournment of Meeting

- The next board meeting will be on June 21st
- *Motion:* Adjourn the meeting
 - *Mover:* Kevin McNamara
 - *Seconder:* Abdullah Barakat
- *Result:* Motion passes unopposed

Meeting adjourned

Motion	
Title:	Text Book Library Closure Plan
Mover:	Leila Meema-Coleman
Seconder:	Kevin McNamara
Spirit:	To fairly discontinue service of the Engineering Society Textbook Library
Whereas:	It is not feasible to continue to operate the Engineering Society Textbook Library.
BIRT:	The Engineering Society Textbook Library be closed in accordance with the "Textbook Library Closure Plan".

May 1st, 2014



WATERLOO
ENGINEERING SOCIETY

Motion	
Title:	Approved Vendors List Updates
Mover:	Kevin McNamara
Seconder:	Abdullah Barakat
Spirit:	To update the Engineering Society Approved Vendors list with newly added vendors.
Whereas:	The Engineering Society is required to maintain an up to date list of all vendors
BIRT:	<p>The following vendors be added to the Approved Vendors List</p> <ol style="list-style-type: none">1. CJR Wholesale Grocers2. Diva Promotional Products3. USB Canada4. Logo Knits

May 1st, 2014



WATERLOO
ENGINEERING SOCIETY

Motion	
Title:	Engineering Society Fee Increase
Mover:	Kevin McNamara
Seconder:	Hannah Gautreau
Spirit:	To increase the Engineering Society's fee as per inflation.
Whereas:	A special resolution of the Board of Directors is required to adjust the fee by a percentage equal to or less than CPI, as per Bylaw I, Section C.2.a.
And Whereas:	The Canadian Consumer Price Index has increased by 2% over the 2014 calendar year (source: http://www.statcan.gc.ca/tables-tableaux/sum-som/101/cst01/econ46a-eng.htm).
BIRT:	The Engineering Society Fee be increased by 30 cents from \$15.45 to \$15.75.
BIFRT:	This fee increase be brought forward to the next Society Joint Annual General Meeting for ratification.