

## Minutes

### UMES Council Meeting 09R-12

2008 January 28

5:30 p.m.

E2-330 EITC

**Present:** Kathryn Hearson, Megan Lusty, Dave Barchyn, Steve Bohrn, Michael Guberman, Kathryn Marcynuk, Matthew Miller, Bryce Miller, Dave Enns, Burke Libbey, Lisa Pohl, Robyn Tarrant, Brady Gmiterek, Jared Marr, Simon Cooke, Mark Hearson, Matthew Fair, Matt de Monye, Derek Neufeld, Romain Coudiere, Kaitlin Fritz, Trevor Gascoyne, Brent Malcolm, Andrea Bugera, Dr. Jason Morrison

**Absent with Regrets:** Ryley Davidson, Ryan Gryba, Tim Herd,

**Absent:** Leah Wong, Steve Foubert, Britta Borchers, Marcelo Dubiel, Keith Edie, Trevor Price, Kathy Fedirchuk, Kevin Morgenstern, Brendan Rempel, Bao Nguyen, Nathan Kehler, Nikou Jalayeri, Tyler Grant, John Grogan, Ahsun Qureshi

I. Call to Order – 5:31 p.m.

II. Approval of Agenda

Moved by: ESG3

Seconded by: Spirit

*Motion passed*

III. Approval of Minutes from January 14 2009 (09R-11) meeting

Moved by: Spirit

Seconded by: Faculty Advisor

*Motion passed*

IV. Old Business

9.3 EngWeek – *EngWeek*

- EngWeek went really well, and also stayed within budget. Thursday's beer bash is in Socials budget. The trophy has been temporarily misplaced

V. New Business

12.1 BNAD – *Spirit*

- Engineering BNAD is wanted for a performance on February 18 at 10:00am for University Info Days (for high school students). More information will

be out shortly

### 12.2 Cheque Request Tutorial – *VSF*

- The top left hand corner of the cheque request envelope has three lines: directorship, subsection (which are the bold words in the budget), and budget line. The budget line number goes at the top right hand corner of the envelope
- The middle of the envelope has two boxes: the left is for deposits and the right is for withdrawals. You can deposit cash or cheques, but be sure to mark the envelope accordingly. “Pay to” is the person/company the cheque will be written to. “Third party” means a reimbursement, meaning you bought something from a third party (like a store). You do not need to indicate who the third party is. You need a receipt (third party) or invoice (for direct payment to the other party).
- The notes section is where you can indicate what the cheque request is for.
- Don't be afraid to ask for help. Michael will make sample cheque request forms and put them in the budget book
- Keep ticket stubs/registration forms/etc, particularly if people are paying by cash
- If there are no cheque request envelopes available, use a regular envelope or wait until they are replenished
- If one receipt corresponds to multiple budget lines, mark on the receipt which items go with which budget line
- Call ahead to see if you can send a business cheque for large expenditures, rather than having a third party involved
- It is unlikely that UMES will be able to get a credit card
- If possible we should set up accounts at places where we have a lot of business

### 12.3 WEC – *VSE*

- WEC was a great success: we sent the most delegates we ever have (25 competitors), and 16 people placed. We placed 1<sup>st</sup> and 2<sup>nd</sup> in Senior Design, 2<sup>nd</sup> in Junior Design, 2<sup>nd</sup> in Communication, and 3<sup>rd</sup> in Impromptu Debate
- Congress: A few motions were passed in plenary. A document was put forth urging the government to not cut funding to engineering/science at universities. Also talked about getting rid of the first delegate fee for Congress, but will instead talk to the smaller schools (who this is mainly intended to benefit) and see how things can be best resolved
- Congress 2011 will be in Newfoundland, CEC 2011 at McGill, PM 2011 at University of Victoria
- A committee was formed to investigate membership fees
- CFES is looking at adopting the NCWIE. They will not fund it, but will help promote the conference
- Some possible changes to EngO:

- Have buddy leaders stay in contact with their frosh for the entire year. We would need a more rigorous selection process for buddy leaders to make this possible. Another possibility is to make the EngO chair the “Frosh chair” and have them keep track of the buddy leaders throughout the year. Could also introduce a frosh retreat. Would like to give frosh incentives to come out to events (passport with stamps, cheaper tickets) at EngO and throughout the year. Heard of a fun idea for the EngO shirts: put “waivers” on them and have the frosh sign their own shirts. Could also keep the second afternoon more relaxing (such as at a park)

#### 12.4 Council Reports – *Senior Stick*

- Need to start writing council reports for the wiki: [umes.mb.ca/wiki](http://umes.mb.ca/wiki)
- All reports should be in by Monday, March 30. Send them to Kathryn M.

## VI. Reports To Council

*EC* – Bought toner; it is behind the printer

*Engenda* – nothing to report

*EngO* – nothing to report

*EngWeek* – Security services for beer bashes can be obtained from UMSU in the future, which will be cheaper. There are some left over items from EngWeek that are being stored in the back cupboards of the council office. Thanks to Dr. Morrison for the poker set, and to all of the volunteers!

*Grad* – Events are coming up quickly, and are well under way. Currently focusing on sponsorship

*Merchandise* – Some of the jackets have been fixed. The majority of the Window shifts have been filled, but there are still some open. Please remember to come to your shifts. Considering an atrium sale this term to follow up on the success of the one last term. Received an order for 110 t-shirts

*Outreach* – Pick Your Poison is next week, might need volunteers so talk to Outreach if you are interested. Tech Socs are also coming

*PR* – APEGM Networking Dinner is tomorrow, and it is now sold out. Need volunteers to work at the door

*Pi-Throw* – Have sponsorship deals on apparel (may have extras to sell), and are currently working on design. There will be “Pi-throw” bags to carry the pies in as well. Food and supplies are covered. Giant Tiger and Safeway are sponsoring. There is a possible date change to the week after reading week, which would give volunteers more time to get ready and to attract media coverage. Straw poll for moving pi-throw to that week: Yes. Will possibly open up pi-throw outside the

university, such as at companies – let the Pi-throw committee know if you can think of any companies that might be interested in participating

*Promos* – Making posters! Received money from the Endowment Fund

*Pubs* – The Red Lion has been proofread, but will probably not be out for a little while

*Socials* – The Big One will be held on February 13, 2009 with Human Ecology, not Education. There is a meeting scheduled with them tomorrow to work out the details. The Big One will be held in the MPR, but there is also a beer bash fundraiser for SAE beforehand in the atrium. Currently in talks with Agriculture to turn St. Patrick's Day into a joint social on the 13<sup>th</sup> or 14<sup>th</sup> of March

*Spirit* – nothing to add to above

*Sports* – Dodgeball during EngWeek was fun! Spongee might be changed from March 22 to the 28 in order to have ice time starting at 10:20 instead of 11:20. Would like to have only half of the teams playing at any given time

*Yearbook* – Advertising deadline is February 1, 2009. Yearbook is coming along well

*Secretary* – nothing to report

*VSA* – nothing to report

*VSC* – nothing to report

*VSE* – nothing to report

*VSF* – Went to the bank, and we are sitting pretty. Recently conducted a cheque request tutorial that went well. The budget needs to be followed closely since we are sending 10 more people to CEC than we budgeted for

*VSI* – nothing to report

*VSS* – nothing to report

*SS* – Project Donate is on February 5<sup>th</sup> and 6<sup>th</sup>, 2009. Would like to congratulate everyone who went out to WEC. Please remember to keep your offices tidy, and empty garbage/recycling bins. Is looking into at the organizational/project management tool “BootCamp” that the University of Regina uses. Film Festival being held by EWB is next week.

*Dr. Morrison* – nothing to report

VII. Adjournment – 6:48 p.m.

Motion to adjourn.

Moved by: spirit

Seconded by: sports

*Motion passed*