



MCMaster ENGINEERING SOCIETY  
**Council Meeting Minutes**



Sep. 8, 2019 | JHE A144 | 3:30 p.m.

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**ALL ATTENDANTS: Please inform President of your presence.**

**Approved Absences:**

**PROXY: (Person for Person) 2 proxies (iBioMed and one more)**

**Quorum Count: 22**

**Ratification of the Agenda:**

Motion to Add a Certain Number of Presentations:

Ian: Accountability, Exec Ops, Long Term Investments, Student Space Spending

Amy: Accountability, AGM 2019

Mel: MES Council Membership

Alex: Eng 101 Week Rebranding

Opposed: 0

Abstained: 0

For: Majority

Motion Passes

Motion to Table Things:

Aya: Motion 2, Motion 3 be postponed to next council meeting.

Opposed: 0, Abstained: 0, For: Majority, Motion Passes

Motion to Change Motion Names:

Alex: Change the name of Presentation #1 to Motion #4, and then strike Motion 4

Opposed: 0, Abstained: 0, For: Majority, Motion Passes

Prepared by [name]

[email]



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Motion to Change Names Again:

Opposed: 0, Abstained: 0, For: Majority, Motion Passes

**Opposed: 0, Abstained: 0, For: Majority, Motion Passes**

**Ratification of Last Council Meeting's Minutes:**

Opposed: 0, Abstained: 0, For: Majority, Motion Passes

**Michael goes**

**Executive Updates**

President: Melissa Cusack Striepe

Sponsorship, MES Membership, Coordinating Kickoff and this meeting

Discussion:

- 

VP Student Life: Aya Aboughanem

New EOHSS System, sent out that form. Working with Hawk and Clubs and Teams for Space Allocation. Worked with hunter on updates in hatch. Hatch has it's own procedure manual. Fireball meetings. Organized hatch open house, super hatch bros. Bus monitor training, executed for fresh pub, it went well. No ambulances! New website!

Discussion:

- 

VP Academic: Alex Moica

Full list was sent out in an email. Planning academic events with Aya, worked on passports. Starting up internal academic affairs committee for better communication. Starting up mentorship program (sign up ends on Sep 18th!). Department head meetings to see their plans for the year

Discussion:

- 

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[email]



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VP External: Amy Gullins

CEDE applications open. FYIC applications open in a few weeks. Meetings with ESSCO and CFES. Will keep us updated. Had 1 on 1 meeting with ESSCO president. PEOSC and ESSCO presidents meeting are next weekend. CFES meeting later in the month

PDC committee selected and started work

Discussion:

•

VP Finance: Ian Currie

Budget is the big project. Data survey coming out shortly. Finishing some stuff up on back to school week and WW

Discussion:

•

VP Communications: Roberta Boreham

We got a new website, highlights are events calander, and hatch booking. We can see who is visiting the site using google analytics. Work with advertising committee and adjusting it. Making sure we get everything for WW and B2S. Hit 2k followers on instagram in August!

Discussion:

**Q: What does Google tell you about the site?**

A: It tells how many hits, how they reached the site,

**Q: You said we had 200 views, weekly, daily?**

A: on the first day we had Google Analytics, it said 200 hits. We expected more cuz it was during WW, so it might be a skewed number. Most of the visits were new.

**Q: How do washrooms work?**

A: You can just leave, just be polite.

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[email]



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**Motion #1:** Approval of the 2019-2020 Cash Money Flow (Budget approval)

**Motioned by:** Ian Currie

**Seconded By:** Fadia

**WHEREAS:** The budget for 2019-20 must be presented at the first council meeting according to Policy Manual section K.1.1

**WHEREAS:** Funding must be approved by council in September according to Policy Manual section K.1.4

**BIRT:** The 2019-20 budget be approved for the upcoming year.

Ian:

Big project that I worked on over the summer

Changed the layout of the budget to include how the opt-out might impact things.

Maintaining the budget is up to the discretion of the VP F.

If a line is being changed, it has to be brought to council.

Wellness and Academic Resources are mandatory by Mac so not affected by opt-out.

We are planning on having no revenue for Fireball, and maybe not even running it.

Tickets would have increased prices for specific students depending on opt-out rates

Sponsorship: new coordinators who can focus on getting much much more sponsors and revenue

Estimates here are low end

Financial and Admin Fees: these cant really change

By the PM, we need 30k in the Operational Contingency, this has been lowered at the discretion of the VP

F to better reflect our new budget. It makes more sense percentage-wise

Special Projects Fund: heavily affected by opt out

Usually used by affiliated to work on special projects when they cant get any other funding

Long Term Investments was heavily cut too

Academic Resources: mostly held constant because of the mandatory fee

MEC is not a mandatory fee, it is finished before Nov

Internal Affairs

SAGM: we spend about 800 on pizza per SAGM, we are trying to keep it in, 700 will go to the first

SAGM and then the rest to the second

MESCO is being cut be, same with council swag

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[email]



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This just means that we have to pay for these things ourselves

Q: Budget for elections?

A: advertising, info sessions, pizza day

DR: we put up our own posters about how elections were on

Q: Transition?

A: Transition Meeting and BTM

External Affairs: memberships to CFES and ESSCO are strict

Reimbursements for competitions and conferences

Will these changes be reflected in the PM?

Fee for ESSCO and CFES is based on the student society, how many students we have

Tommy: is that something that we can look at changing? From number of students to number of MES members?

A: thats something that Amy can bring up to them

Tommy: how is the distribution of clubs decided?

A: it's based on need. And how they are contributing to the engineering community. We try and keep it stable from year to year.

Services and Production: publications havent changed through the opt-out fees. We have a company that does the sponsorships and everything and make sure we profit.

Arrin: doesnt the plubline not have advertising?

A: it's hard to explain but it still fits in

The drain is purchasing any supplies. We try to work at cost. Getting rid of drain appreciation lunch

Christina: Whats the lounge fees?

A:Cleaning supplies, fun events like decorations. Generic but for maintaing it to be clean-ish

Tralier, broke down this summer, but we fixed it.

MES Card Supplies, buying stickers to put on student cards

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[email]



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Worst case, Frost week wont be happening, same with The Event.

Department Clubs: numbers are assuming everyone meets quorum at SAGM

8400 = 600 = 300/term

4200 = 300

The MSU kicked a lot of department clubs out of the MSU, so they are losing funding there as well

Donations: a revenue stream called charity holdings, we take money in from donators and then we send that donation to wherever they are donating

Arrin: social events is double the budget

A: weird way about ticket sales, it wont be actually. We take ticket sales in, and subtracting the actual from the ticket sales and the remainder is the MES.

Sports, charity casino night they'd like to do, and an esports tournament.

Intramurals, might change some funding to decrease the actual amount they take out per person

Ratboy, in the best case, were doing both dodgeball and soccer.

Welcome Week, already happened so there isnt much to do, it changes our dependency on the opt out rate. MES contribution was 30% less than last year.

We are still making a small profit, but depending on the opt-outs, we are looking at defecits. With this profit, it would go into Long Term Investment. If we defecit, we have FIancial Contingency (79k), for if disaster strikes. VP F is responsible with keeping that above 70k. We have to take a serious look at how we look at the Financial Contingency.

Youssef: Why is the difference between 45 and 60% so high?

A: There are still changes to be made and things to be cut. This is where you start to see nothing left to be cut, so there is a big gap. There is an even larger gap between 60% and 75%

DR (Mel): everything we spend on Welcome Week below the 30%, we are running a defecit.

Arrin: will we be adjusting the budget based on the actual number or rounding down to the nearest one?

A: we are rounding down the nearest one. It's something I will be working on over the next few months and where our priorities lie once we figure out what our opt out percentage is. Any extra money (45% opt outbudget - 40% actual opt-out) the 5% will go out based on MES membership numbers.

Aya: if this is passed, are you posting a new budget come november.

A: so all columns will be posted on the website budget but it will focus on the actual opt-out rate

Seconder (Fadia): no comments

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[email]



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Tommy: so we are operating under “Pre-November” until we know?

A: yes

Emilia: if we have a team that has 0 MES members and the opt-out is 30%, what happens?

A: it's hard to enforce kicking out a group that has been one in the past. It goes against PM and conventions. But it's something we can look at and fix

**For: All**  
**Against: 0**  
**Abstained: 0**  
**Motion: Passes**

**Motion for Pizza:**

**Daniel, Arrin**

**Opposed: 0,**

**Motion #2:** ITE McMaster Student Chapter Affiliate Status (MOTION TABLED)

**Motioned by:** Anastasia Soukhov

**Seconded by:**

**WHEREAS:** ITE McMaster Student Chapter has already presented to council in the previous year about their group's activities and justified why it deserves affiliate recognition.

**BIRT (Be it resolved that):** ITE McMaster Student Chapter be recognized as MES Affiliates.

Discussion:

**For:**  
**Against:**  
**Abstained:**  
**Motion:**

**Motion #3:** The McMaster Medical Engineering Design - Team (MAC MED-T) (MOTION TABLED)

**Motioned by:** Kevin Perera

**Seconded by:**

**WHEREAS** \*MAC MED-T\* has already presented to council in the previous year about their group's activities and justified why it deserves affiliate recognition.

**BIRT (Be it resolved that)** \*MAC MED-T\* be recognized as MES Affiliates.

Discussion:

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[email]



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**For:**  
**Against:**  
**Abstained:**  
**Motion:**

**Motion #4:** Legitimize AVP Academic Resources

**Motioned by:** Alex Moica

**Seconded by:**

**WHEREAS:** A presentation was done on adding an Associate Vice President Academic Resources (AVP AR) position ad hoc on Feb 5, 2019, to be ratified the following year based on how it goes.

**WHEREAS:** AVP AR has successfully been trialed this year and has been determined to be a valuable addition to the MES.

**BIRT (Be it resolved that):** The following changes are made to the policy manual following the approval of the addition of the AVP Academic Resources position at SAGM 1.

Discussion:

**For:**  
**Against:**  
**Abstained:**  
**Motion:**

**Motion #5:** VP Academic Does External Relations

**Motioned by:** Alex Moica

**Seconded by:**

**WHEREAS:** Last February 5, a poll showed that council would like to continue relations with external academic organizations (Prep101).

**WHEREAS:** The contract was facilitated by the VP Academic this year.

**BIRT:** The following changes are made to the policy manual, making the renewal of contract with external academic organizations part of the VP Academic portfolio.

Discussion:

**For:**  
**Against:**  
**Abstained:**

Prepared by [name]

[email]



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### Motion:

**Presentation #1:** Motions Regarding VP Academic Affairs and AVP Academic Resources

**Presented by:** Alex Moica

A presentation was done to add this position ad-hoc on Feb 5th, 2019. Tried successfully, Terrell is our AVP AR. It is a valuable position.

Going over PM and Constitution amendments. Removing Tutoring and ARC coordinators and replaced with AVP AR.

Added B.3.4 Associate Vice President, Academic Resources in the PM. Basically a combination of the ARC and Tutoring COordinator descriptions.

Added I.4.18 Academic Resources Committee

Constitution Ammendments:

Adding AVP AR in the voting members section

Striking out ARC from Appointed non-voting members

Discussion:

**Presentation #2:** How To Get Advertising!

**Presented by:** Roberta Boreham

We want to be advertising everything that we can so we created a system to help people get their things advertised!

Anything run by Exec, AVPS, Appointed. Will help but not create things with department reps cuz department execs have people to do this.

Main things to consider:

If we are making content for you, advertising committee needs two weeks notice.

If you are providing us with media to post, we wont need two weeks, but it's better to have more time

We dont like having things change. We know things happen, but please use the form once things have been confirmed

If you have questions, e-mail Roberta or Tommy

Every person should have advertising separately in the budget.

We are posting every single event on the MES Website event calendar (Talk to Mackenzie about this)

Prepared by [name]

[email]



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The box labelled “Website” can be clicked if you want a whole page or addition to a page. There is a separate spreadsheet for this, reach out to your exec member, Roberta, Tommy

Discussion:

Aya: If it has to do with Department Reps, contact me! For clubs and teams, do you want AVP Clubs to submit through this?

A: we are not making content for anyone except listed above. Everyone can use the form to have things posted.

Mel: Are you collecting people’s e-mails?

A: it is automatically, but can be adjusted to filter for MES members

**Presentation #3: Changes to Bus Monitor Training**

**Presented by:** Aya Aboughanem

This got passed before the summer. Executing this has brought up some changes to be made. Changes to the training.

Sensitivity - Primer on Privacy (mosaic/avenue)

Violence and Harassment to More Feet on the Ground (online)

Basic Care (in person)

Violence and Harassment (in person)

Q: change the grammar on the last line

A: will be done before the motion

Discussion:

**Presentation #4: Exec Retreat Accountability**

**Presented by:** Aya Aboughanem

Annual trip and part of our transition with support from past exec (Dani Lake this year).

Under 1200 overall, Airbnb was 600, cooked themselves!

Worked on Team Dynamics, working better as a team!

Went over the budget, helped Ian with it

MES Membership, a new thing that will be a challenge

Discussed new positions (VP Comms, AVP AR, etc.)

Discussion:

Prepared by [name]

[email]



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Presentation #5: Exec Ops

Ian Currie

We motioned for 6000 this summer for executives

Total, spent 3077.94 The remaining money is mostly for finishing up the image of an engineer. We told them wed give them a dinner so we are following up on that promise

Discussion:

Presentation: Long Term Investments

Ian!

5000 in long term investments for summer spending, mostly went for the tent.

925.47 on the new tent, with that, we bought a new frame, and kept the canopy.

Used at Mars Rover Rally and Welcome Week a lot

It lives in H103 and working with Yovana on something to go with the tent bag for tending to the tent and to mitigate damages.

47.39 on new locks for Sea Cans, big storage containers in MARC

So 972.86 used of the 5000

Worst case - 1000 is allocated to LTI!

Presentation #7: Student Space Fund

Ian Again again

Long term fund so not in the operating budget.

We have this money from when hatch was built (60000)

Was used to buy TVs. We asked for 10000 in summer spending to be used in general expenses and have flexibility

1617.33 installing the hatch tv by the drain, now locked and alarm!

770.66 on locks for capstone lockers as well as the clubs and teams room

Aya now working on a system for that

PC: the capstone lockers arent just for capstone projects, they can be used for other projects

Tommy: Are they for academic or personal projects

A: it says explicitly it has to be for academic projects, no gym clothes (stinky!)

Prepared by [name]

[email]



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Presentation #8:

Amy

We had two types of attendees! Delegates and observers

ESSCO AGM 2020 is being held at McMaster! So the observers are there to get info on hosting.

35% reimbursement, which is what Ian and Amy worked out using the budget, not in the PM

Delegate fee was 160/delegate

Information about ESSCO and CFES, first time with new exec!

OSPE

Essential vs. Non-essential fees, very important!

Team alignment! Goal alignment

Panel for advice from past VP Execs.

Plenary

Updates on sustainability and academic requirements

Financial review

Important Motions:

- Marketing commissioner role - pass

  - Basically a VP Comms

- Advancement commissioner role - failed

  - Changing Diversity Commissioner to cover all forms of advancement

- Delegate Package Description - pass

  - Conferences should have packages that have descriptions of what delegates can do

- Sustainability at conferences - pass

  - Self explanatory

- Ancillary fee working group - pass

  - Added a working group to investigate opt-ing so we have information for next year

Voted in new executive team

Keep an eye out for an ESSCO clothes drive soon.

Presentation #9:

Mel

Going to cover what was already sent out and posted on the MES website

Prepared by [name]

[email]



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The reason for this membership is because of the new initiative thanks to the new provincial government Made the decision to proceed with a membership type structure so that there is incentive to pay the MES fee

### Fee Summary:

ECCS fee: 45

#### Mandatory:

Wellness: 0.25

Tutoring: 0.90

Non-mandatory MES fee: 49.75

Tax on MES fee: 6.47 (NEW!)

Maclab Endowment Fund Donation: 50

Summary of MES Membership: THIS IS ALL ON THE DOCUMENT MEL SENT OUT

All MES council members will be MES Members

Committee members are highly encouraged to be members

All faculty students can count to quorum at SAGM

CRO can give special exception based on finances

Co-OCs and committee must be members

Reps must be members during their terms (2019-2020 counts summer 2020)

You do not need to be a member during tryouts this goes for elections too

### Events:

Tiered ticket pricing

MES get early purchase

Frost Week, Event, can choose how to approach this

### Clubs and Teams

% of membership affects funding, starts next year

### Benefits

Rental services, MEC reimbursements for members

### Conferences:

Only MES members can be delegates and receive reimbursements

### Sports

All students can attend ratboy, members dont have to pay

### Discussion:

Prepared by [name]

[email]



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Ian: if someone opts out and they decide midway to be a member, it can be purchased from the drain.

Tommy: you mentioned exemptions from the CRO, does that apply to other things?

A: just applies to drain, committees, and WW rep (Co-OCs not CRO) and will not apply to tickets, etc.

We will have to start passing policy to support these changes since it's not all in the PM. We will work with you to make these policies

Ian: if there is something that is not clear to you, or something you would like to work on, please talk to exec, we appreciate the help.

Presentation #10: VP Academic Relations and Prep 101

Alex

Renewed contract with Prep 101 this year, was done with VP SL, but makes more sense with VP A.  
Adding a line to B.1.4 Vice President, Academic

Presentation #11: Back2School Week

Alex

Changing ENG101 week to Back2School Week to be inclusive  
Changes made in B.1.2, B.1.4, 5.26

### **Other Business:**

#### **Bumble Presentation from Dan Wise:**

Bumble Campus Outreach Manager for McMaster. Working with sponsors, giving merch, and want to work with the MES

It's not JUST a dating app!

It's for girls that dont like it when guys send weird shit

It automatically filters inappropriate photos! Machine Learning! Engineering!

BumbleBFF!

Friends, work out partners, etc.

BumbleBiz!

Networking, tutors, partners, etc.

Prepared by [name]

[email]



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Discussion:

Ian: what if i deleted it, will i count to the 10?

A: yes

Christina: do we refer to you?

A: no it's based on region

Youssef: download or make an account

A: download AND make an account

Roberta: what about people that are LGBTQ+?

A: if it's same sex, either can message first. Not sure about non-binary but i assume either can message first

Tommy: is there bumble merch?

A: i will get a package with a whole bunch of stuff! Might slip some bumble logos into the merch, also a FOCO party sponsored by Bumble! 91 Westwood!

**Supdates:**

**Mel (Pres):** We had a baby llama born yesterday

Motion:

Yovana

Terrell

Whereas there is a new Llama

Whereas Bumble jst sponsored us with with Pizza

BIRT that they name it Bumble

Opposed: None, Abstained: 1 (Mel), For: Majority

**Hawk (AVP Clubs):** a lot that want to be ratified, and a policy to auto-deratify old clubs

**Hunter (Hatch):** project lockers, planning clubs and teams

**Hunter(Society Proxy):** First meeting this week

Prepared by [name]

[email]



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**Aya:** sports applications, you need to be part of at least two committees! Wellness is closed. Still labelling locks and lockers.

Christina: how to access sports committee application?

A: facebook, posted

Sophie: when does it close?

A: forget

Roberta: still waiting for coordinators to get back to us

ERin: closes sept 16 at midnight

**McKenzie (advertising):** updating calendar

Roberta: if you want something on the calendar, use the MES form

**Emilia (Civil):** Had first meeting, went well, may make Socks as merch

**Sophie (ECE):**no first meeting, first industry night in january, department bbq just passed with profs

Christina (MATLS): first meeting, first event to meet upper years and talk about co-op. Working on industry night

Thomas (Data): working with Ian to finalize a general survey, coming soon. Working on a survey about pub nights and academic events

Yovana (AVP SP): handbook, frequency and plumblines issues coming soon

Roberta: we have lots at the office!

Sophie: how often do they come out?

A: there should be 2 per term, searching for a second frequency editor!

Carlos is planning a content creators group for the plumblines to meme and have fun

Tommy: do you want to advertise the opening for the editor?

A: yes, just needs to be coordinated

Prepared by [name]

[email]



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**Alex (VP A):** none

**Chris (Mech):**

Mike (CRO): first year elections, campaigning ends this friday, voting opens sat, ends monday. Tell them to vote!

Roberta: do you have a list of first year reps?

A: we can talk later

ALex: how many do we have?

A: 17 total

A: 1 comp sci, 1 ibio, 1 b-tech, 3 eng 1

Amy: did you get an email from the first years that still want to apply?

A: havent seen it oops

Abdul (Software): industry night coming up in october, meeting soon

Tommy (PR): no longer at 2k followers, we are at 2015

Proxy for Sarah: last year was first year as a society, so we have lots of events planned, sports tourneys, membership programs. Doing nights to discuss life after ibio and colab with BMEGA (grad society), lots of colabs with other societies (isci, health sci, beams)

**Fadia (Phys):** First meeting this past week, industry night in january and thinking of doing a softball game with the grad students.

**Ian (VP F):** no updates

**Amy (VP X):** no updates

**Erin (AVP E):** cant wait to start planning halloween and mystery pub

Alex: do we know where?

A: halloween at absinthe and mystery is a mystery

**Terrell (AVP AR):** getting the textbook library up and running and planning help and prep sessions, dates are planned and developing materials is in the process.

Prepared by [name]

[email]



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**Youssef (Comp Sci):** had first meeting, first year night this thursday, opening applications for year representatives

Hawk: when you're doing an industry night, contact Daniel Picone to help!

Aya: Dan Picone has reached out to all of the faculties already and that's why they're all on Oscar already

**Patrick (BTech):** made a proper constitution, first wave of merch soon, car show tuesday at MARC, planning industry nights too

**Dan (Bumble, Tron, Drain):** Tron: elections for second year rep and merch coordinator

Drain: dad hats (yellow and black), new patches, I survived coming back

**Roberta (VP C):** macengsociety.ca

Ian: Before we end the meeting, there is a slack we can all use! Ask about getting on it!

**Daniel:** anyone get contacted by Solidworks workshops

**Motion to Adjourn the Meeting**

Motioned by: Christos  
Seconded by: Christina