



# MCMaster ENGINEERING SOCIETY

## Council Meeting Minutes



Sept. 12th, 2018 | H204/B | 7:00 p.m.

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

**Approved Absences:** Emma Levy (night class, Santiago Vera), Jed Gonzales (night class), Kaylie Lau (BEAMs Social, Sharda Kotru), Jonathan Wang (night class, Marc Godin), Amy Gullins (night class, Andrew Aslanidis), Aras Siddiqui (Clubs Training for BTA, Zaid Khan), Katya Lemos (night class, Melissa Cusack Striepe), Brendan Tomaiuolo (Keegan Amy), Leisha Fernando (night class, Rachel McKenzie), Andy Hameed

**PROXY:** (Person for Person)

**Quorum Count:** 15

**Ratification of the Agenda**

Majority for  
None opposed  
None abstained  
**Motion passes**

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

Majority for  
None opposed  
None abstained  
**Motion passes**

**Executive Updates**

**President:** Liam McDermott

Discussion: Went over the Long Term Plan at council training so wont go over it again here. Introduced the Equity Officer. The Hatch Booking System will be ready in a few days. It will be launched with the new MES website. Recently met with the Information Technology Coordinators and it should be ready by this weekend. Redsuit Revamp presentation coming up in a few weeks, still working on the feedback they got from council at council training.

**VP Student Life:** Katya Lemos

Discussion: Whiteboards are up in the Hatch Centre group study rooms. Marks are available at Le Drain but they must be returned the same day (before 5:15 p.m.). There are two TVs that have been purchased being installed soon (one in The Junction and the other by Le Drain). Helped with Eng 101 week (worked with Ian), which went well. Currently planning Mystery Bus and Hallowe'en Pub with Leisha.



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**VP Academic:** Ian Currie (Given by Melissa)

Discussion: Tutorocean is in the process of being confirmed. Was a part of Eng 101 week with Kat, it went very well! The Textbook Library just bought a bunch of new books. As well, a new organization system is being developed for the books in the Textbook Library. Cookies and Cram is booked, approved and ready to go! Went to a lot of faculty meetings, including discussions about 1P13. 1P13 is definitely being worked on but is not confirmed. Looking for people to join an Ad-Hoc Committee about getting students technical interview practice/experience.

Q: Can anyone join the Ad-Hoc Committee?

A: I think so, but confirm that with Ian

Q: What's 1P13?

A: iBio has 1P10, which encompassed 1P03, 1C03, 1D04. It turned out really well so the same will be done for Eng 1. It will happen by next year.

**VP External:** Melissa Cusack Striepe

Discussion: Went to ESSCO AGM with some other delegates, will give a presentation later in the meeting. Council Training went really well, which was one of the platforms she ran on. She's still getting feedback from it, as well it cost \$670. The ESSCO President's Meeting is this weekend to get all the organizational stuff done for the year, she will be going with Nick. CFES President's Meeting is coming up at the end of September. She will not be taking any delegates but there are a few people from McMaster that will be there as they are Execs. The Sustainability Committee has been started up. Many people applied in the summer and more applications have been coming in over the past week. Will continue to send ESSCO and CFES notices to everyone. These will include notices about mental health, tuition and more. FIC 2019 in February, working on details and doing a lot of conferences. Will get back to council when more information comes.

**VP Finance :** Nick Aubry

Discussion: Spent his time so far cleaning up the books from last year. It wasn't too hard, since the VP Finance last year was Liam. We will be getting audited, so that we can get money from the university. It should go very smoothly. Put the budget together for this year and he will be presenting it later during this council meeting. He's been working with clubs, teams, and other services. A few adjustments have been made thanks to the minimum wage change, a lot of stuff is much more expensive. Worked on the surplus spending (the \$60,000 for Hatch). Been working with the accountants on a better way to reinvest any surplus we get back into the MES. He will introduce them to us in the next coming meetings.



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### **Motion #1: Approval of the MES 18-19 Operating Budget**

**Motioned by:** Nick Aubry

**Seconded by:** Liam

**Whereas** in order to use funds prior to the official ratification of the MES 18-19 Operating Budget at SAGM I, the MES 18-19 Operating budget must be approved by the MES Council

**BIRT** that the MES Council approves the MES 18-19 Operating BUDget as presented by the VP Finance in order to allow the disbursement of funds immediately, prior to its official ratification

In fairness, never presented a budget. Not sure what people are interested in seeing. Will go quick and show big ticket items. Graph is the breakdown. Biggest is financial admin fees, most goes to ECCS. Student life is big, Fireball and Kipling, a lot comes from ticket sales, revenue generated. Groups and team funding, 3 new teams, so we need to get them funded. Competitions are far so we need to get there. The rest are smaller. Tax refund from accountants, advertising revenue, publications have ads and we make money. Welcome Week levy, 1st years pay more to do Welcome Week. A lot is sponsorship, ticket sales, fundraising, and cash advances. Ticket sales are explanatory. ECCS is the biggest expense, student fee goes to that, must get audited for them to be released. Accountants are paid to keep the books in order. This includes software, bank fees, anything to make my life easier. More expenses, like computers, MES Cards. Long term investments are something that can be motioned for by anyone, if they have an idea, bring it to council. If you have a good idea, look at the policy manual to see what to do or as me. OEC expenses, sponsorship towards that. Special projects: our affiliates that don't have funding can motion to get some of it. Exec operations, executive retreat, presentation later. Executives meet and plan the year and any other initiatives they want to work on. Approved at the last council meeting of last year. Hatch booking system, launched with the new site, which will happen later this week. Paid positions, lounge, drain coordinators. The seed money is for iBio, they are a new club and won't get money until SAGM I. Academic services: basically Eng 101 week and then info sessions for different streams. ARC, Cookies and Cram, to help people succeed. SAP (changed to tutor ocean) tutor system. MEC, bigger one, but a lot if from sponsorship. I want to compare what comes from MES and what comes from sponsors. Internal affairs, SAGM (lots of pizza). Eng Fest, host clubs and teams. MESCO, fund, any team training or bonding. Goes back to us because we give our time. Transition elections, to help people transition. Council swag is self explanatory. CFES and ESSCO, we are under their umbrella, and pay fees based on the number of students. Closed conferences (ones we are expected to go to), like the ones Mel was talking about, calculated. PDC, we host every year, put on by students to help people get jobs, linked in, networking. Public relations, insta, socials, oktoberfest. Light up the night. Should I keep going or speed up? National engineering month, not used much in the past so its low now. External sponsorship, catch all so we can sponsor stuff we want to. Groups and teams, total went up cuz we have new teams, some went up short and needed their own money. Some underspent and got less, mostly based on last year's numbers, with a few tweaks. Productions, handbook, and frequency. They do generate revenue. Drain, they spend but they make us money as well, drain sales. Misc, a little bit set aside. Trailer that can be rented for clubs and teams. Lounge, low cuz it's just upkeep, garbage bags, etc.



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student life, pub nights, social stuff, the event, department clubs, each gets \$600, released after SAGM I and SAGM II. fireball and kipling are big but ticket sales are also big. Culture, set aside to have fun. Donations, anything we want to donate to, give back to the community, Santa HOG and Pi Day. Wellness, destressors, etc. cool new ideas this year. Sports is standard, equipment. Welcome Week, approved at the end of last year, already spent. Rep fees, each rep puts in a bit of money, to pay for team stuff. Suits are in there too.

Majority for  
None opposed  
None abstained  
**Motion passes**

### **Motion #2: Get iBio hitting the ground running**

**Motioned by:** Nick Aubry  
**Seconded by:** Santiago Vera

**Whereas** the iBio officially became an MES affiliated program club at SAGM II last year.

**Whereas** they are a new club this year, and as such have no starting balance of funds.

**Whereas** per policy they won't receive any funding until after SAGM I.

**BIRT** that the iBio 'New Program' Seed money be released immediately so they can start planning and running events immediately, allowing them to hit the ground running as a newly formed club.

Nothing much to say here. Last year at SAGM II, iBio voted to become a part of the MES. They have nothing and it's a shame for them to wait until after SAGM I for them to get money. We want to give them the money to start so they have autonomy.

Q: Is this a one time thing?

A: Yes!

Q: What if there's no iBio quorum at SAGM I?

A: That is separate from this.

Q: How much did you decide to give?

A: We looked at the budget and balances of other departments and clubs. This amount is comparable.

Majority for  
None opposed  
None abstained  
**Motion passes**



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### Presentation #1: Reigning in the mileage rate

**Motioned/Presented by:** Nick Aubry

**Seconded by:** Keegan Amy

**Whereas** at SAGM II this past year the mileage rate for reimbursement was increased from \$0.12/km to \$0.55/km.

**Whereas** after crunching the finances at this rate of mileage, the nearly 500% increase will use the conference/competitions budget lines up very quickly and minimize how many people are able to attend these opportunities

**BIRT** the MES reimbursement amount for mileage be changed to \$0.22/km as this will cover gas and wear on driving to events while still allowing a similar amount of people to attend.

**BIRT** the following changes be made to Section K, Subsection 2 of the MES policy manual:

2.7. Gasoline/mileage reimbursement for eligible travel (determined by VP Finance) expenses will be ~~\$0.55~~ \$0.22 per kilometre in accordance with the Government of Canada's "Reasonable per kilometre allowance" and will be updated annually in accordance with the Government. Supporting map data stating total shortest distance travelled must be submitted.

\$0.55/km is the government standard. They are wasteful. The accountants do \$0.30/km, so 40.50/km is a bit ridiculous. This will cover gas, wear and tear and also won't blow the budget.

Q: What if they take other modes of transportation?

A: That is covered. It is assumed that people shop around for the cheapest option they can get.

More than gas goes into the car; oil, wear and tear, washer fluid, etc. so it's based on kilometres.

People travelling will send screenshots of Google Maps with the route (it shows how long it was).

This will go along with the expense report.

It also depends on the type of conference. At \$0.55/km, it's cheaper to take the train than most places. You submit how much it costs and depending on the number of delegates and how much it costs, its allocated.

Q: If the change had to be approved at SAGM last year, why was it motioned today?

A: This is just a policy change so it can be done in council.

You have to present and then motion. So this is a presentation and will be motioned next weekend.

This changes this from a motion to a presentation.

### Presentation #2: ESSCO AGM

**Presented by:** Melissa Cusack Striepe

I'm presenting because I have to show you what goes on at these conferences that I go into. If you're interested in these conferences, please contact me. This is just a rough summary, but I'll bring up any details that affect you directly. ESSCO AGM happens in June, it is being rescheduled so it will work with other conferences. Delegates are chosen through a committee, based on what they are involved in and what they want to get out of the experience/ bring back to McMaster. Here is a picture of us. McMaster has a strong presence at ESSCO AGM, which is awesome. The major presentations were information that is important for all to know. Our delegates managed to hit up every single one so if you have any questions about the topics, ask one of them! Plenary is when the VP externals sit together and



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have council. They discussed the ESSCO fund, which is money set up in an investment to earn more money. Executive updates: new directorship position and new advertising positions with a new committee. Members motioned to increase mental health supports. Executives are finding ways for students to be more supported at conferences. There is a new ESSCO team, and Santi is the VP Finance. There is a new position, Provincial Councillor, which was created and is held by McMaster's Jocelyn Lee. The ambassador goes to all conferences and is technically on the CFES level. They connect CFES and ESSCO. There is also a new Event Sharing initiative. When events are run, the data and information is input into a database. Basically, the database is accessible by many people at different universities and have information on all events done. There is also an open position, Director of Student Affairs, and applications are out and close September 28.

### **Presentation #3: Surplus Spending on Student Space over the summer**

**Presented by:** Nick Aubry

At the last council meeting, we approved \$20,000. Back in my first year, we built up a \$200,000 surplus because we couldn't have events. This went to Hatch. The \$20,000 was spent this summer. There will be a big TV in the junction and it will be mounted soon. Whiteboards went up in the Hatch meeting rooms, nice shiny looking, magnetic. There will also be a TV going up beside Le Drain. The TVs are mostly for advertising events, and anything that's going on. We are trying to become more paperless in the way we advertise. Also, whiteboards are fun when working with teams and groups.

### **Presentation #4: Budget 2018 - 2019**

**Presented by:** Nick Aubry

It's good.

### **Presentation #5: Welcome Week 2018**

**Presented by:** Marc Peters

Cool, hey everyone. Warning that this is a really dry presentation. But you sat through Aubry's so... On the slides in the presentation, the left side will be the plan from when we applied and the right side is what was achieved. We moved Tryout Pub to make it less biased and so the committee does not get drained and make communication more efficient. Instead of us looking at feedback, we had the pod leaders doing it for their own pods, so it keeps people more accountable and is more personable. There are 2 committees per thing. Lots of people showed up to use of your mind. There were also record breaking numbers for welcome week in general. We tried to get the university to get the events app back, but they wanted us to do it instead so we settled on a website (detailed but not portable). We promoted inclusivity, so we got the different programs of engineering (including B-Tech, iBio, etc.) to run their own booths, so there is more contact. This year we partnered with AMD for a coding challenge. This is in line with our inclusivity ideals and is geared towards the people that aren't into the other, louder events. Training for reps was a bit shaky, since we got a Saturday time. SEC Training was better, SP and WP met with us to discuss this. Chivalry walk was removed and replaced with Firewalk. Here, students carry a lit candle



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from JHE to MUSC, the eternal flame of McMaster Engineering. If it went out, there were upper years that would relight it. It needs work but we think its moving in the right direction.

We also made changes to Faculty Day. It was started later and the Olympics were shortened. As well, more rest stations were added to the Olympics. There were 2 lunches and 2 fireball tours with Olympic groups, giving them more time for them to get to know each other. This year we had the coding challenge, cootes hike, bed racers. Winter Olympics and games leaders were volunteers this time and not forced, so they had more fun at their stations. Our faculty schedule was shared with all planners and ROAs. Rez connectors asked to attend some Rez/OCRs events, so we had reps almost everywhere, including MacFest (previously WestFest). Also, we WON the Faculty Cup! For Diversity Day, it was a great success all in all. Much more turnout and questions compared to before. For Faculty Fest, we switched it to a Tuesday. More clubs and teams showed up this year, overall a fair turnout. Le Drain sold Frosh Pub tickets and other items because it was on a Wednesday so they had to sell early. CarPool returned home and EOHSS approved! We had music from a local radio station and a bigger zoo (we even had some students from other faculties show up). For Faculty Day, we found that splitting up the tours was better. The AMD challenge was held at this time. People got tired at the Olympics, so the extra rest stations and extra indoor activities helped. For Faculty Night, we went to Valens instead, which was farther but there was more land and it fit better. We allocated more of the budget to this night so there was a lot more for everyone to do. We were not allowed any theatre or amplified music, but it turned out better (a bit more intimate). We also had an extra bus this year! It was good for numbers but it did raise an issue with bussing people home. 670+ attended. For the Bus Pull and Grad, no Romeo but it still worked. We had the candle walk and we liked it. No reps were touching during the Trust Walk. Moved rep goodbyes to the saturday, which made more sense. As well, it was all online instead of a lecture hall.

### **Presentation #6: Welcome Week 2018 Budget Review**

**Presented by:** Marc Peters

This presentation will be similar to Nick's style. For Faculty Day, the faculty contributed the lunch and bandanas. For Faculty Night, there's a lot going on with respect to the budget. Rentals, busses, entry, food and all that good stuff. For Faculty Fest it was mostly just tables and chairs. For Bus Pull, we had pizza for graduation, first years got patches and the t-shirt. First-Year swag and mailout, sent out in July. Stuff from Google, PEO, a lot more than expected. Didn't spend much on parallel programming, it was incorporated into people's jobs instead of it's own job. In terms of interfaculty programming, we expected much more. We applied for a grant that was capped at 10 grand. We only got 1 grant, but ran events, trivia with Health Sciences, bowling with Nursing, and other EngSci events. There were rep fees, including costs of the suits, suit handouts, bonding events and a fanny pack per rep. Other miscellaneous fees included food, sunscreen, speakers, etc. We tried to increase communication with first years. Gave pamphlets for firsties about B-Tech and other programs. Banners with events on them. Spent \$8,000 less



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than we expected, but we still spent a lot. We had a really good Welcome Week and we're really happy about how it turned out.

Q: What happened to the surplus?

A: It goes to the MES Surplus.

### **Other Business:**

Seeing none, we will move on.

### **Supdates:**

Erin Nunn (AVP Clubs and Sponsorship): We have Extreme Pita as an MES Card Sponsor. Saigon is still being worked on. Hoping to get stickers of MES logo in stores where you can get the discount.

Melissa Cusack Striepe (VP External): Exec is considering moving updates to an email instead of taking up time before Council meetings. Will be attached to the agenda and minutes after meetings. It won't be completely omitted from meetings, but it is a start. (Majority say that they are in favour).

Brodie Bresette (Management): Emailing with Ian but nothing has gotten started, but things are underway.

Hassan Elaghoury (Tron Rep): Electing 2nd year reps tmrw.

Nick Aubry (VP Finance): DCS is trying to organize an Eng-Commerce competition, getting feedback about what we want, aiming for January.

Konrad Grala (iBioMed Rep): Program society, constitution and policy up but will become official at SAGM, events planned and another VP to be elected.

Rachel McKenzie (PDC): is the VP Academic Eng? Yes, we want 2, one in Eng and one in HSC.

Michael Maser (Lounge): We made a survey posted in the lounge for suggestions, repairs, replacements.

Advertising: received requests for posters, we have done that, working on the htch booking system. Met today, so it will get out sometime next week.

Kaylie, Sharla: 2nd year ibio, BEAMS. Over the summer we organized all the events being done this year, assigned people. Our social was tonight. Introducing an anatomy trivia night

Natasha Varghese (CompSci Rep): First year event was a good turn out, planning more events to come





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Alexie McDonald (Comp/Soft Rep): Looking to have more general meetings. Trying to get more execs.

Ariana tries to skip Liam.

Liam McDermott (President): Forgot to mention about the Hatch booking system, when it's open, you can use any email but you will eventually be able to set up an account. Civil structure coming back!!!! WOO! Appointed positions instead of voting. First year elections happening now. Voting next week.

Arianna Hurley (PDC): sorry Liam, first LinkedIn shoot booked and a date for the next one. Working with ECCS and grad society to get these going. Picone changed roles. First shoot is Oct. 2nd, 6:00 to 7:30. Waiting for EOHSS.

Cassandra Strothers (Chem Rep): Reps elected tomorrow and looking for a sports director

Andrew Aslanidis (Society Rep): Sustainability committee, starting up, taking anyone. Quick google form shared in different facebook groups. Hopefully it will stay for years to come.

Aya Aboughanem (ECE Rep and MEC Chair): For ECE, we have our 2nd year rep applications due tonight. Meet the profs at the end of sept. ECCS now has people from their office for each stream, in contact with them. For MEC, happening oct 20th, register starting tomorrow, some courses offering bonuses.

Q: Is there a fee?

A: A \$10 deposit.

Q: Is there a cool HOCO expo?

A: This friday the MES has a tent so the MEC will be there with games and chocolate. Interactive activity to give a glimpse of the competition. Check out the website, coming with the MES one. Plugs facebook.

Tommy Suida (OEC Chair): Volunteer sign ups in the fall. Free food and swag

Q: Can i tell you now or do i have to wait for the form?

A: We can put you on the email list now

Q: Is that sign up before or after MEC?

A: After

Marc Peters (Co-OCs): 2 months until they are kicked out, 2 meetings with SEC, feedback from welcome week. Will keep you up to date. Feedback will be done shortly and then we will start setting up for the next committee.

Zaid: standing in for Aras. 2 new positions. MSU clubs training was today, BTA is running a games night. There is a car show, wed 19 at MARC. 2 new positions cuz two people quit!



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Graeme Woods (PR): Working with Leisha getting Oksoberfest running. Working with faculty with social media about events going on.

Marc Godin (Sports): Over the summer we organized events. Blue jays game, didn't work out but we learned a lot. Planning an inside ride to come soon. Other cool stuff soon too.

Mitchell: MSU healthcare issue, the health plan and dental plan, students on coop dont know they can get out of it. Working with registrar to get considered as MSU members. ECCS meetings as well. Creating a fairer selection process for valedictorian

Jeremy Wilson (Wellness): First committee meeting last week and working on reintroducing biweekly coffee because it was good. Working with Swell and Jack.org to run more events.

Desmond Kennedy (Eng Phys Rep): Having first big meeting this week, more updates to come

Julian Simeonov (Mech Rep): Mech club is rising from the ashes. First meeting is tomorrow. Will move from there based on interest. Need to work on getting the word out there and how to structure. Will work on swag for income as well. Fun name?

Santiago Vera (Co-OCs): Marc said every thing

Emma Levy (via Santi) (VP Services): Looking at new tents and working on the MES Cards. Working with Frequency.

Keegan Amy (Le Drain): Lots of people using textbook library, need new square system for purchases, will have tap for debit.

Brendan Tomaiuolo (via Keegan) (Civ Rep): Civ has a new steel bridge team, picking their reps after their info session tomorrow. New swag? New scarves that match the hats, new patches

Q: Leather Jackets? Anyone interested?

A: They are coming on the 2nd of october so they don't come when people leave. Guy that does them is an interesting character. \$400

Q: Sales at the drain?

A: Currently a sale. Hoco bandana and shot glass for \$5. Trying to get surplus of items from old events to decrease stock.

Capsacks or fanny pack slides? Probably, if there's interest

Barbosa spells "Nike" "nikey" Might motion to make it policy to NEVER ORDER THOSE NIKE SLIDES

Alexii Hernandez (Equity Officer): New position so nothing to compare to. Reaching out to culture and wellness about event hosting and making them more equitable.



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Julia Bauer (Hatch): The hatch system is kinda up and running, booking clubs and teams and the rest of the students will be able to book soon. Poster about it was made and will go up soon.

M. J. Lindsay (Plumblin): 2 issues so far, a lot more coming out soon. Posters to advertise to get more people submitting. Working to get a writing team.

Christos Liaconis (Administrator): Nothing

Michael Barbosa (CRO): Will see motions to clean up old information on policy, elections going on so well have new faces soon

**Motion to Adjourn the Meeting**

**Motioned by: Keegan Amy  
Seconded by: Cassandra Strothers**