



VICTORIA UNIVERSITY  
IN THE UNIVERSITY OF TORONTO

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## **VUSAC BUDGET MEETING MINUTES**

November 26th, at 2:30PM in the Goldring Student Center  
MINUTES

### **In Attendance**

#### **Judiciary**

PRESIDENT: Zahavah Kay

VP STUDENT ORGANIZATIONS: Nickolas Shyshkin

#### **Assessor Members**

CHAIR: Sayeh Yousefi

CHIEF RETURNING OFFICER: Stephanie Xu

SECRETARY: Emma Lailey

COMMUNICATIONS: Jade Koh

FINANCE: Graham Allison

#### **Commissioners and Councillors**

SUSTAINABILITY: Jared Connoy

COMMUTER: Gabriel Calderon

ARTS AND CULTURE: Blanaid McNally

ACADEMIC AND PROFESSIONAL DEVELOPMENT: Zoe Ritchie

#### **Councillors**

Alexa Ballis

Vibhuti Kacholia

Devon Wilton

Ally Johnston

Cynthia Wong

James Hannay

Cameron Davies

Haleema Khan

#### **Guests**

CAFFIENDS CO-MANAGER: Olivier Smith

VCDS CFO: George Wilson

SMART INVESTORS VP: Mina Wang

VCFMCS Co-Head: David de Palura (Left at break)

VCFMCS Co-Head: Kate Schneider (Left at break)

**Regrets**

VP INTERNAL: Artimes Ghahremani

VP EXTERNAL: Katie Cohen

SCARLET AND GOLD: Stephanie Spagnuolo

EQUITY: Shailee Koranne

Land Recognition: Graham (1 minute)

I would like to acknowledge this sacred land on which the University of Toronto operates. It has been a site of human activity for 15,000 years. This land is the territory of the Huron-Wendat and Petun First Nations, the Seneca, and most recently, the Mississaugas of the Credit River. The territory was the subject of the Dish With One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy and the Confederacy of the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes. Today, the meeting place of Toronto is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work in the community, on this territory.

Motion: Zoe moves to approve the agenda as it stands. Nick seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Motion: Haleema moves to grant Mina Wang (Smart Investors Representative) speaking rights for the remainder of the meeting. Vibhuti seconded. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Additions to the Agenda (maximum 3 minutes per addition)

- [None]

Pressing Items:

- [None]

Discussion Items:

- Introduction to the current state of the budget, budgeting process, and budget meeting-specific motions (10 minutes): Graham

[Summary] I would like to begin with an introduction to the current state of the budget...after extensive cutting and reductions...[restart of projector] The internal budget went from \$80,000 dollars requested, to \$63,000—after lots of cuts, and more to come. The clubs budget went from \$25,000 requested to \$14,700. Hopefully, no changes will be made to the clubs budget. I want this meeting to be focused on changing the internal budgets for VUSAC. Our overall budget for the year has a deficit of \$8,080.82. Not great! To push this number in the right direction, we need to reallocate from the first term budget; line items that were not used or not used fully will be reallocated. With the unused expense and the revenue (which we did not receive) there is a \$3,400 surplus from the first term budget, leaving us with a \$4,642.53 deficit. Which is a much nicer number. I would feel comfortable ratifying a budget with a \$2,000 deficit. I had a meeting at the Dean's Office where I discussed what would happen if we had a slight deficit and it was

concluded that it is not the end of the world if we don't pay up. Okay, so just some things to keep track of in terms of specific motions: To *pull* is to remove from the original motion being discussed, so it can be discussed separately. To *cut* is to remove the budget line. To *reduce*, is to decrease the budget line by a specific amount. To *reallocate*, is to take from one line and put into another.

[Graham con't] Does everyone have a good grasp of how the—no, I have more to say.

So, the Budget Steering Committee consisted of the President, Zahavah, our VUSAC Equity Commissioner Shailee, VPSO, Nick, club representative Helen Hayes From the Victoria College Equity Collective, and levy representative Hana from VicXposure (unfortunately couldn't make the meeting dates). That was the budget steering.

I sent out preliminary changes for clubs last week. I held office hours on Monday, Tuesday, and Thursday. A few people did come out to talk to me, which was nice. A large change implemented by the budget steering committee was to not provide funding to clubs that had club recognition from other organizations (i.e. other funding opportunities), mainly from the UTSU. Smart Investors is one of those clubs, so hopefully we can find a happy medium today.

Any questions?

## 2017-2018 PERIOD 2 INTERNAL VUSAC EXPENSES

### Finance - Graham

- Review and ratification of the Term Two Internal Budget for the 2017-2018 fiscal year (60 minutes)

[Summary] Let us review the internal budget for VUSAC. I sent out an email a few days ago about the changes that I would like to see made. Essentially, I asked all commissions to cut \$400 from their budgets. I will open the floor to see if anyone has any changes to make to the budget.

Blanaid: I can cut the Friday Night Live tickets.

Graham: Should be go alphabetically?

Sayeh: Yes!

Zoe: I've made \$400 in cuts. Off of the Networking dinner, I cut \$50 off of study club snacks. I'm taking \$150 off the collaborative event with UC. I'm taking \$50 off the resume writing session and \$50 off of the Vic One study session, because if we are only servicing a small part of the Vic community, I don't want to allocate too much money on that.

Sayeh: I'm going to allot a 30 second discussion period after each commission.

Graham: Before we look through the Arts & Culture budget, I want to start by saying congratulations to Blanaid for holding a successful "The Bob." It brought in a lot more money than what we expected. Because of this I don't think it is necessary to cut from Arts and Culture...

Blanaid: I don't want to cut from my main events, but if people are cutting things they are not happy about I would want to help with that.

Sayeh: We will come back to Academic and Development at the end.

Graham: For the Communications budget: we added a line during budget steering, but given the position that we are in we'll go ahead and cut it.

Gabe: I have a few solutions. The easiest one involves line 22, entitled "Home for the Holidays." We have a healthy surplus, with nearly \$1,000 dollars. The easiest thing would be to cut from that

line. But, I want to wait to hear back from Scott, to know if we can pay some of the difference with the food bill. So, that is the easiest. My second choice would be to cut the Caffiends budget, which would reduce it by \$422.50, removing three weeks of catering and reducing to two urns of coffee and fifteen cups of tea. That is my second easy option.

Graham: We actually ratified a budget for Home for the Holidays for the exact same amount last term. We can still make changes to it, but that is just a point of clarification.

Zoe: We have already ratified that full amount? How many students are attending as of now?

Gabe: About 115. Also, I'm waiting for Scott to get back to me so he can make some suggestions about if we can cut from catering. I want to get everything done by tomorrow, around noon. I think, that line would work best.

Olivier: Is it down to a choice between Home for the Holidays budget and Caffiends?

Gabe: These are just the two options I came up with.

Olivier: I would recommend keeping the Home for the Holidays budget as is, and scheduling a meeting with myself to see how we can accommodate Caffiends catering. That would be my recommendation.

Gabe: Okay, so I would have to have that meeting but...

Motion: Gabe moves to reduce Caffiends catering budget line by \$422.50. Jared seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Zahavah: Why that specific of a number?

Gabe: My calculation is, from Dec. 5th to April 3rd is thirteen weeks, and the budgeted amount is sixteen weeks and since there would be an overall reduction in coffee urns—

Zahavah: Okay, so it's based on math.

Graham: In my email, I didn't outline any reduction for the Equity Commission because it is currently the smallest commission budget. And also, Shailee was on the budget steering committee and always eagerly reduced away. Unless anyone has anything to say...For the Finance budget, essentially it is just the printer. It is pretty expensive. We can try to salvage money off of the phone lines, but I don't want to reduce anything here for the sake of "just in case." By reducing the number of phone lines we have that should make a difference though. For the President budget, there is no budget. That's what I like to see. So, the Scarlet and Gold budget. We have highball in the second term. It is a very large event that costs a lot of money, and brings in a lot of money through ticket sales. The Steering committee cut Highball by \$17,000 and cut another event (that has been consistently cut in past experience), but I don't want to pigeon hole Steph by cutting more money and risk forcing her to run a different highball than what she has planned for.

Zoe: What event was cut?

Graham: End of the year pub night.

Zahavah: It has been budgeted for forever, and it has never happened. It has been reallocated over the past few years.

Graham: For the Secretary budget, I suggested a \$100 cut which sadly comes out to be nothing but copy paper. Yah...sorry Emma.

Zahavah: Connected to budgeting, just thinking about how much copy paper we use...which is a lot...we might be able to reduce paper amount if we change how we charge. In the past we charged by sheet of paper, not by side, which might entice people to print double sided.

Graham: That is a good point. We currently run printing right now by charging 5 cents a side. The way we pay the rental agreement is monthly and on a per usage basis. Printing double-sided has a good incentive from both paper and printer costs. I'm not sure how well we would see those changes though. Copy paper is one of the more important services we provide, so I think we should be generous with the budget. Although reductions are possible, for the purpose of budgeting I don't think we should make material changes based on our speculations of pricing. It's a good idea, but it is in the abyss [gestures to air] for now.

Motion: Zahavah moves to cut budget line two (decorations) from the Secretary budget. Jared seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Graham: Sustainability! You're next on the chopping block.

Jared: When looking at the commissions with the budgets getting reduced, I'm a little uncomfortable with a common \$400 cut. Besides my monthly Doc Screenings, I have one event a month. Which, I think is reasonable. I would be willing to cut \$100 from my Social-Environment week. \$50 was reallocated, but that can be cut. That would make a total \$150 cut. But if anyone has anything to say about the \$400 thing, I'd be happy to hear...

Zahavah: I agree. \$400 is a much bigger blow to certain commissions than others. It is not reasonable to expect it to work out for everyone the same. For example, Scarlet and Gold. Not cutting a full \$400 from sustainability is super reasonable. But, my opinion is not math-based.

Cameron: I noticed in the budget...I agree with you and Zahavah that a \$400 cut is a bigger deal for Sustainability than other commissions. But, I'm looking at where you are sourcing your docs from which is iTunes. Is it possible you could source them from Netflix (to save money)?

Jared: Netflix doesn't really offer the best quality. I was hoping that with iTunes we can collect a series of docs that Sustainability can add to and use over the years.

Cameron: That's true, because Netflix can take movies away sometimes.

Jared: Yes, and there is not much variety.

Graham: For the Sustainability Commission, it's also important to recognize that a fair portion of your budget is supplying the green shift for everyone. So, you make a fair point, that cutting \$400 is not the same for all commissions.

Motion: Jared moves to cut one hundred dollars from the budget line entitled "Social Week" from the Sustainability budget. Haleema seconds. Motion passes.

- Favour: ALL
- Abstained: Jared
- Opposed: None

Graham: For the VPE budget, Katie isn't here so...I will open it to everyone here to discuss.

Zoe: I noticed that Out of Office Hours (line 8) is not usually well attended. I like the spirit of it, but it is not really good use of money. We don't get that meaningful interaction which the event is supposed to encourage.

Haleema: I agree, office hours are moreso attended for food, than interaction. We need a more creative strategy to talk to people.

Graham: Motion to cut line 8?

Motion: Zahavah moves to cut budget line 8 entitled “Out of Office Hours” from the VPE budget. Zoe seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Zoe: I have a concern with lines 10 and 11 in the VPE budget. I think that holding a dinner for them is quite an honour. If we are tight on money then maybe doing large gifts that only impact eight people is a little much.

Nick: Clarification: it is for the nominees, not just the eight people.

Zahavah: I'm not positive about how much control we have over that number, because it is not just us. We shoulder a shared cost and I'm not positive if that is something we can pull out of. I don't know if that is a cut we can confidently make right now.

George: From past years, it is done in unison with the Dean's Office. They are responsible for choosing the thing. Cutting the budget makes sense, but VUSAC is not the only body that contributes.

Zoe: Thank you for the clarification. We need more consultation on this. But it may be wise to talk to the Dean's Office and explain that we are a little tight on money this year.

Cameron: To change to subject a little: The all-star basketball game (line 15): I'm wondering, could the other \$100 cut come from that?

Zahavah: Um, that, no. To be a part of the event, we need to pay that fee.

Sayeh: Does that go to towards a cause?

Haleema: I think it is going towards swag.

Graham: It is going directly to organizing the event.

Sayeh: We can table the budget line until a specific date. In regards to discussion about the award (for lines 10 and 11), to discuss it at a later time.

Motion: Zoe moves table lines 10 and 11 in the VPE budget until January 30th, 2018. Cynthia seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Sayeh: To clarify, this budget hasn't been ratified yet?

Graham: Not yet. Onto the VPI budget, which is pretty much entirely constitution. Honoraria and Bi-weekly meeting snacks. The budget steering committee set a few provisions, one of them being that bi-weekly meeting snacks will be capped at \$100...comments or questions? Back to Arts and Culture. So. Blanaid. Any changes you'd like to make after hearing everyone? We are just shy of where we need to be.

Blanaid: I can cut the budget line for Friday Night Live completely. For Mic the Change, we originally allocated \$250 for prizes, but Shailee got in touch with Sexual Diversity Office who are willing to donate prizes, so we could cut \$200 for line 8.

Motion: Blanaid moves to change the expected expense for line 8 entitled “Mic the Change” from \$250 to \$50 for the Arts and Culture budget. Alexa seconds. Motion passes.

- Favour: ALL
- Abstained: Blanaid
- Opposed: None

Motion: Blanaid moves to cut the the Friday Night Live ticket allocation money by \$400 in the Arts and Culture budget. Haleema seconds. Motion passes.

- Favour: ALL
- Abstained: Blanaid
- Opposed: None

Motion: Jared moves to take a 10 minute recess. Cameron seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

**Executive Order: Chair extends the recess by 5 minutes.**

Includes:

- Academic and Professional
  - Final Budget: \$3,280.00
- Arts and Culture
  - Final Budget: \$6,858.00
- Communications
  - Final Budget: \$264.35
- Commuter
  - Final Budget: \$2,442.50
- Equity
  - Final Budget: \$980.00
- Finance
  - Final Budget: \$8,660.26
- Scarlet and Gold
  - Final Budget: \$31,250.00
- Secretary
  - Final Budget: \$885.80
- Sustainability
  - Final Budget: 2,215.00
- Vice President External
  - Final Budget: \$2,050.00
- Vice President Internal
  - Final Budget: \$2,600.00
- Vice President Student Organizations
  - Final Budget: \$80.00

Motion: Jared moves to omnibus the internal budgets for the 2017-2018 year as one motion. Ally seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Motion: Cameron moves to ratify the internal budgets for the 2017-2018 year. James seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

[BIFRT Council adopts the Term Two Internal Budget as the 2017-2018 VUSAC Internal Operating Budget, effective as of November 12th and until April 30th, 2018.]

*[Applause]*

## **2017-2018 PERIOD 2 CLUB EXPENSES**

### Finance - Graham

- Review and ratification of the Term Two Club's Budget for the 2017-2018 fiscal year (30 minutes)
  - BIFRT Council review the proposed Term Two Clubs Budget

[BIFRT Council pull budget lines wherein a conflict of interest is presented by voting members of Council and ratify them separately from the main clubs' budget]

Mina: I would like to motion for a budget for our club. We are only recognized by Vic and UTSU. We do not have external sponsors. What we do as a club is provide a platform for those passionate about financing. In the past, we've invited professionals from CIBC as a panel. We only budget for light refreshments and we have about \$50 that we didn't use that we would like to carry over. We would like a \$100 fund for Smart Investors.

Graham: You mentioned a carry over from the previous terms. Smarts Investors club only used half of the ratified budget in the first term, so we can reallocate the allocation from first term to the second term budget. Also, at the last VUSAC meeting we ratified a budget for the Werewolf club from the VPSO contingency fund. The actual amount that will be paid out from that first term budget is around half of what was budgeted. In short, I would be comfortable labelling the movement from the first term to the unused amount from the Werewolf club (about \$100) to the Smart Investors. As to why SI has no budget...basically, the Budget Steering Committee did not finance any clubs that had outside UTSU funding. But I would be comfortable moving it.

Zahavah: Two questions: was there an opportunity for you to get UTSU funding? And what percentage of your members are Vic students?

Mina: We were only notified that we could get funding last week, and from what I've been told it is a very complex process. As for our executive, we have seven and four of them are from Vic. For our members, I would say about half?

Zahavah: Last question: do your meetings take place at Vic?

Mina: Yes; in this room!

Devon: Is there still an opportunity to get UTSU funding?

Mina: There is that possibility...but I've heard it is very complicated.

Motion: Zahavah moves to grant Smart Investors one hundred dollars. Devon seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Mina: Thank you!



Motion: Jared moves to omnibus and approve the club budgets for the 2017-2018 year as one motion. Ally seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Motion: Zoe moves to ratify the club budgets for the 2017-2018 year. Devon seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

[BIFRT Council adopts the remainder of the Term Two Clubs Budget as the 2017 - 2018 VUSAC Clubs Operating Budget, effective as of November 12th, and until April 30th, 2018.]

Includes:

| <b>Club</b>   | <b>Ratified Budget</b> |
|---|------------------------|
| <a href="#">Bachata at Vic</a>                        | \$400.00               |
| <a href="#">Baegals</a>                               | \$148.00               |
| <a href="#">bFriend Community Initiative</a>          | \$220.00               |
| <a href="#">Board Games Club</a>                      | \$150.00               |
| <a href="#">First Ministers Conference Simulation</a> | \$110.00               |
| <a href="#">The Goose</a>                             | \$2,400.00             |
| <a href="#">Her Voice</a>                             | \$165.00               |
| <a href="#">HeyTeach</a>                              | \$2,335.00             |
| <a href="#">Scarlet Dragons</a>                       | \$217.86               |
| <a href="#">Smart Investors</a>                       | \$100.00               |
| <a href="#">Spanish Students Organization</a>         | \$0.00                 |
| <a href="#">Super Smash 4</a>                         | \$0.00                 |
| <a href="#">Vic Chorus</a>                            | \$2,160.00             |
| <a href="#">Vic Creative Writing Collective</a>       | \$175.00               |
| <a href="#">Vic Dance</a>                             | \$0.00                 |

|   |            |
|---|------------|
| <a href="#">Vic for a Cure</a>                              | \$355.00   |
| <a href="#">Vic iTeach</a>                                  | \$145.00   |
| <a href="#">Vic Records</a>                                 | \$1,274.00 |
| <a href="#">Victoria College Environmental Fashion Show</a> | \$3,588.75 |
| <a href="#">Victoria College Equity Collective</a>          | \$140.00   |
| <a href="#">Victoria Student Ambassadors</a>                | \$270.00   |
| <a href="#">VicVentures</a>                                 | \$165.00   |
| <a href="#">Werewolf</a>                                    | \$230.00   |

*[Applause]*

## 2017-2018 PERIOD 1 LEVY EXPENSES

### Finance - Graham

- Review and ratification of the Term Two Levies Budget for the 2017-2018 fiscal year (30 minutes)
  - BIFRT Council reviews the proposed Term Two Levies Budget.
  - BIFRT that line items relating to honoraria be tabled, pending ratification of all levy constitutions.
  - BIFRT that the budget for VicPride! Be tabled, pending submission of a budget request for the November 12 – April 30th term

[Summary] I don't think we are going to ratify the honoraria, because I didn't have time to see which are constitutionally ratified. If we table the honoraria, then everything else should be good...(unless there are questions/concerns?)

Oliver: I would like to comment on Caffiends' budget. We are approaching the end of the first semester and we were anticipating a slight surplus of around \$1,700. We are currently on track to reach that surplus, and although my term of co-manager will be over on Dec 31st...I would like to put out that Caffiends is interested in collaborating on events/initiatives in line with its community/sustainability mandates.

Zoe: I just want to make a note to Smart Investors: I am the Academic Commissioner, and we don't have a club like this at Vic. If I can help you in any way, let me know, because what you're doing is fabulous work. Congratulations. What an excellent club idea.

Sayeh: That was really sweet.

Zahavah: Did we do it? Are we good? Are we coach?

Graham: More or less. Mainly because of The Bob. I'd say, The Bob brought in \$1,000 more than what we expected. Now only a \$2,000 deficit. I imagine \$1,500, probably won't end up going to the Dean's office. So, to answer your question, yes, we are fine.

Motion: James moves to table discussion on levy honoraria until the next scheduled VUSAC meeting. Nick seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Motion: Haleema moves to omnibus the levy budgets for the 2017-2018 year as one motion. Cameron seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

Motion: Cameron moves to ratify the levy budgets for the 2017-2018 year. Alexa seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None

[BIFRT Council adopts the Term Two Levies Budget as the 2017-2018 VUSAC Levies Operating Budget, effective as of November 12th, and until April 30th, 2018.]

*[Applause]*

Graham: Just a quick note, concerning the budget. I will be creating a report to present to VUSAC in January to give you background on how the budget from the first term and portion of the second term has been completed/used. Student fees used for specific events...Also, in January and in April, there will be levy audits. I haven't thought too much about this, but essentially myself and an accountant make sure levy funds are being appropriately used and all their books are good. Those are my notes.

Sayeh: Just a quick note on the email vote I sent out. I believe most of you have submitted, but the deadline is 6pm or 7pm tonight. They need it to be ratified tomorrow, so please complete the vote. For the meeting this week, I was informed that the December 1st planned meeting date is not good, and there have been conflicts of interest on this date. Would a Thursday meeting work for most of you? You know what, I will send out a doodle poll.

Motion: Zahavah moves to adjourn meeting. Ally seconds. Motion passes.

- Favour: ALL
- Abstained: None
- Opposed: None