



VUSAC Budget Ratification Meeting Minutes

Call to order: 5:30 PM, October 9th 2020

Land Acknowledgement: Ralph Sayegh

Ralph: We wish to acknowledge this land on which the University of Toronto operates. For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and most recently, the Mississaugas of the Credit River. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

Official Regrets: Cathy Guan, Aya Ragheai

Approval of the agenda: Motion by Jay, Seconded by Mehr

- Favour: all
- Opposed: none
- Abstained: none

DISCUSSION ITEM:

Discussion of Budgeting Procedure & Rules for this Meeting (10 minutes)

Michelle: Back in June the Office of the Vice Provost asked all the student societies at U of T to consider reducing their fees for the fall semester to decrease financial burdens on student. We decided to reduce our fall fee by 35%. We also reached out to all of our levies to decrease their fees for the fall and winter semester. Caffeinds, Student Projects and VCAA all reduced their fees by 100% for the fall semester.

Ralph: Our current balance is a surplus of around \$65,000, but we are still settling some outstanding debt with the university so that amount is expected to change. Enrolment numbers will be confirmed by November 1st so that might affect how big our surplus ends up being. VUSAC is expected to have around \$81,000 in budget this year. Because of COVID and High Ball being cancelled, we have a much bigger surplus this year than we did last year. Today we have brought up an intermediate budget based on what was determined by the budget steering committee and we're going to be going over the budget lines to see if any changes need to be made. Any changes we make today will be finalized at the end of the meeting. If you need to add anything to your budget after today, you're going to have to email me afterwards and then we'll vote on it at a different meeting.

Michelle: Essentially what we are doing this year is making the emergency reserve fund a contingency fund for VUSAC. We reallocated funds from the emergency reserve fund to the VUSAC contingency fund for three reasons: 1) because we'll likely have a huge surplus this year and we want clubs and commissions to use the money that we have to put on funding, 2) we felt

that opening up the contingency fund for allocation throughout the semester allowed for more flexibility for planning in the council, and 3) we felt that the timeline projections for this semester would be so difficult due to COVID so we thought that might have made it difficult for people to plan ahead with their events. Any money that won't be used this semester will be placed into a contingency fund that will be open throughout the year for reallocation.

Jay: The emergency reserve fund is only meant to be for emergencies but since it is going to be so big this year due to our surpluses, we decided to open it up for reallocation this year. Levy heads and voting members of council can bring forward motions at any VUSAC meeting regarding reallocation.

Discussion of the VUSAC Fall 2020 Budget Proposed by the Budget Steering Committee (1 hour and 50 minutes)

Leila: Can we donate revenue?

Michelle: We are in the process of double checking that, so I'll confirm charitable contributions later. Right now, we're going to say yes though. If it's not okay, it's because there's a legal aspect to it and we don't want to be engaging in money laundering.

Jay: Groups across U of T donate so I highly doubt that we won't be allowed to donate funds.

Arts for Awareness Budget

The Boundary Budget

Nona Jalali: I had a question about line item 64. I got an email saying that we should apply to the arts fund and I was wondering whether or not we should use VUSAC's funds or the arts funds? Should we hold off in getting our budget from VUSAC?

Jay: If you need the equipment before the performing arts endowment deadline is closed, I would suggest that you keep this item in your budget. As long as we ratify your funding, you should probably just use VUSAC's funds since they are available right now and you can't be sure that you would receive the arts funding.

Jay: Also, the grievance period was until October 7th at midnight, but we needed to release the master budget on October 2nd so some grievances weren't addressed before this meeting. Any outstanding grievances that need to be addressed will be addressed in this meeting now.

Boundless Books Budget

Motion to reduce the budget line "Speaker Honorariums" from \$450 to \$150. Seconded by Jenny.

- All in favour
- None opposed
- Motion passes

Motion by Jay to reduce the budget line "Movies" from \$40 to \$20. Seconded by Maximus.

- All in favour
- None opposed
- Motion passes

*Motion by Jay to add a budget line of \$600 entitled "Book Club Meetings", subaccount "eBooks".
Seconded by Rheannon.*

- All in favour
- None opposed
- Motion passes

Jay: I also wanted to say that everything bought by clubs using VUSAC funds technically belongs to VUSAC, so it will ultimately be up to our discretion to decide what happens to those eBooks. I'm also not sure how you would donate eBooks to a library.

Erik: I'm concerned about the digital rights management on the e-books. Is EJ Pratt accepting donations for e-books? If they are donating their old e-books to EJ Pratt does that fall under using clubs' fees for donations?

Tran: Property rights are complicated with VUSAC. We're going to be reaching out to clubs to manage this, but I think that's a bigger discussion that has to happen outside of this meeting.

Mehr: I do realize that this is a problem but considering the current situation, I think that we need to promote accessibility to books. Right now, I think that handing out eBooks is the best way right now to make these books available to their members.

Dorian: Is there timeline for when they want to be buying these books?

Jay: It looks like they are going to reach out to club members to see what they want to do. It looks like they're going to be buying books every month.

Dorian: I would suggest tabling this motion until we have a concrete plan for what happens to these books after they have been purchased.

Erik: I think that \$600 is pretty steep for just the fall semester.

Dorian: I agree with Erik. I'm not against the motion or the amount but I think it's a problem that we don't know what's going to be happening to those books afterwards.

Soo: I get that we don't have a concrete plan, but I think that it's important to recognize that not everyone has access to a public library right now so they need some way to get these books to their members.

Jay: I would like to poll everyone to see if we should table this motion or reduce the amount of this motion.

Dorian: I don't think that it's necessary to poll the room for the amount, but I think we should poll the room for tabling it. I think that it won't be too hard to come up with a concrete plan for this by next meeting.

Kate: Are they just paying for students to buy the books and how would the students donate the books if they bought it on a personal device? Do they have a plan for how students are accessing these resources and how they would donate them afterwards?

Jay: I'm assuming that students would buy the books on their own and then would likely get reimbursed. I don't know if you can donate e-books to a library. That doesn't necessarily ruin their whole plan though.

Dorian: If donation is out of the picture, I would vote in favour. But if they're planning on donating it, I think they need a concrete plan and I would motion to table.

Jay: Can we get a poll of the room?

Tran: I think there's no purpose to do a Zoom poll to table. I think this is a complicated discussion that we can't conclude in this meeting. If EJ doesn't take the donations, then whatever Boundless Books buys will still be VUSAC property.

Mehr: I think this is just a discussion on whether or not we want to buy these books for Boundless Books or not. I think we need to talk to the execs of the club to see what their plan is for reimbursement for individual members and for possible donation afterwards.

Care U of T Budget

Maximus: Does anyone know why they're running a Facebook ad?

Leila: There are a lot of clubs that are budgeting for online advertising since there can't be in-person advertising this year.

Mehr: We think that it is in the best interest of clubs and levies to boost their outreach using advertisements online.

Food Intolerance and Allergy Club Budget

Goose Fiction Budget

Her Voice Budget

Mehr: Just wanted to say that we did reach out to clubs and commissions who are giving out prizes to make sure that they are being distributed in an equitable and fair manner.

Hey Teach! Magazine Budget

Leila: Budget line 81 is discussing printing but there's nothing associated with shipping costs. They said that they were distributing around Vic campus too? Should they be printing that many copies since there aren't that many people on campus?

Jay: The Budget Steering Committee had the same question actually.

Michelle: We followed up with Hey Teach and they are ordering 50 copies each of their winter and fall magazines. They are going to be distributing them at the end of the fall semester and they are asking their faculty advisor to hold onto their copies until they develop a plan for safe distribution.

Motion Victures Film Production Budget

MEDiversity Budget

Screenwriting at Vic Budget

Scribbler Budget

U of T's Veterinary Medicine Club Budget

Tran: I wanted to ask about the sweaters and where you're ordering them from?

Maria-Victoria Walker-Genovese: We are planning on going with the same company that we've used in the past. We've roughly eyeballed how much it was, I think we over-budgeted for a little wiggle room, so we probably won't be using all of that money!

Tran: Okay thank you!

Erik: Historically VUSAC has denied funding for apparel for the clubs and I wanted to know if the policy has changed.

Jay: VUSAC itself buys sweaters for our own team and a lot of other levies do the same so I thought it would hypocritical to deny that to our clubs. I can see how it would have been denied in the past but there's no concrete policy surrounding it.

Michelle: I do recall last year that sweaters were funded for some clubs and levies. Because the sweaters are being used to expand their team and engage in outreach using wearable merchandize, so I think it's okay personally.

Maria-Victoria: Part of why we did this was to expand our reach and improve participation with incentives for merch.

Unsanitized U of T Budget

Vic Chorus Budget

Vic for a Cure

Leila: I was curious why they are upgrading their Zoom if they are already a part of the U of T account?

Ralph: They want a Zoom that is more centralized to them for them to be more flexible about their meeting times. A lot of other clubs have included this in their budgets this year.

Jay: We suggested that some clubs use the U of T Zoom plans instead. A lot of clubs didn't know that there was a U Toronto Zoom plan, so they went ahead and bought their own. Now a lot of them are requesting for reimbursement. Vic for a Cure never got back to us about this though.

Michelle: Any groups that still have a Zoom budget included; we'll be following up with them afterwards.

Jay: I believe that all clubs that have Zoom accounts except from Vic for Cure have said that they're going to be using U Toronto accounts instead.

Leila: Thanks for clarifying that! I was also curious because they requested two accounts. It's not a huge amount of funding though so I don't mind moving forward.

Jay: I can always follow up with them after this meeting to ensure that they're spending this money properly.

Vic iTeach Budget

Vic Records Budget

Dorian: I had a question about the usage of Logic X. Why choose that program specifically and what device/account is that budget going to?

Bronwyn Garden-Smith: Logic X can be accessed through the computer in the Goldring. What we're doing instead this year is creating an online tutorial with an expert in the program to help out members learn how to use the program. Right now, people can download 3 months free trial of Logic X so we're going to be teaching some people how to use it. The cost you see is for an honorarium.

Vic Ultimate Werewolf Budget

Victoria Black Student Network

Jay: There is budget line mentioning how they want to put club revenue into a student scholarship. I'm not sure if we're allowed to do this so I'm not sure if we should table this.

Mehr: We're not sure if we can use our revenues for scholarships. We are talking to someone from the Bursar's Office to see what these extra funds can be used for. Also, can you explain line 118?

Jay: This is just estimated budget and estimated expense. I've talked to the president of the club about this.

Erik: The revenue in lines 117-121.1 all adds up, it's just a little bit weirdly organized.

VEFS Budget

Motion by Jay to reduce the funding for budget line 125.2 from \$1000 to \$0. Seconded by Nerija.

- All in favour
- None opposed
- Motion passes

Motion by Jay to increase the revenue line to \$1000 from \$0. Seconded by Nerija.

- All in favour
- None opposed
- Motion passes

Jay: In the original description, VEFS said that they were going to be donating their revenue budget line. They were requesting \$1000 and their expected revenue was around \$1119. They clarified that they're only donating their profits.

Helen Yoon: For the look book expense, \$1000 is going towards the production of making the look-books. We are only getting around \$200 for profit.

Jay: We're not tracking donations or charity contributions, so we don't need to track the extra profit. We are just moving the funding amount into the revenue account. Right now, it reads as if you're going to be using \$1000 of VUSAC's budget for the look-books.

Helen: To clarify, you want me to change the expense to \$1000, the revenue to \$1000 and \$0 to profits?

Jay: Your VEFS budget won't change but in terms of the VUSAC budget, we need to write it out like this. It's basically the same content just written differently

Michelle: Is creating the look book is going to cost \$1119 or what's the funding request here?

Helen: The funding request is just \$1000 for the look books. We're charging \$11.99 for the look books and we're going to have a revenue of \$199.

Michelle: And the profits are going to be donated?

Helen: Yes, to environmental charities.

Women's Circle Budget

Motion by Jay to add a line entitled “End of year card exchange”, subaccount “Cards” for \$60. Seconded by Nerija.

- All in favour
- None opposed
- Motion passes

Motion by Jay to add a subaccount entitled “Stamps” for \$92. Seconded by Nerija.

- All in favour
- None opposed
- Motion passes

Jay: Some of the budget lines were missed from the Women’s Circle budget so we’re just motioning to add them now.

Jay: Also, The Women’s Circle has requested over \$1000 in their budget, so they are required to be here to ratify this. If they aren’t here, we need to table it.

Motion by Jay to table all budget lines from the Women’s Circle Budget. Seconded by Nerija.

- All in favour
- None opposed
- Motion passes

Acta Victoriana Budget

Vedika: In the description there are a few repeated lines and I was wondering if that was a mistake.

Dorian: I had a question about the printing. It seems like a lot of money for something that might not get into the hands of students until much later this year.

Jay: I just wanted to say that VUSAC operates on a reporting policy for levies. You’re allowed to scrutinize their budget, but they more or less get passed regardless.

Michelle: VUSAC does have an oversight role in determining how levies use their funds. We aren’t as strict with levies budgets as we are with clubs or with VUSAC internal. It’s still our responsibility to make sure that student funds are being allocated properly.

Jay: Each levy has their own constitution and in Acta Victoriana’s, they have a clause that allows them to provide an honorarium to some of their staff members.

Mehr: I believe that levy honoraria are released on a semesterly basis?

Jay: Levy honoraria are released as outlined in their constitution, so it depends on if it’s on an annual term or on a semesterly term.

Caffiends Budget

Student Projects Budget

The Cat's Eye Budget

The Strand Budget

VicPride! Budget

Jay: They are supposed to be requesting funding, but they haven't had any elected leadership yet so they're a little behind. They'll be putting together a budget later on that we can ratify at a different meeting.

Erik: Traditionally, we have put our levy cheque in our budget but this year it was removed. I was just wondering if Jay could speak to that.

Jay: There's nothing in our policy about putting levy cheques into our line policy. This year in the summarized ledger, all the funds available to our clubs and levies will be listed. There's no need to account for levy cheques because it will just be accounted for as funding.

Michelle: I know it can be confusing when it changes every year. Moving forward into the Winter Budgeting Period, we're going to be communicating more clearly about any difficulties that were encountered by clubs and levies during this budgeting period and fixing them.

Victoria College Athletic Association Budget

Leila: What is the winter bond in line 166.1?

Amar Aziz: These bonds are required to be paid from VCAA to the U of T intramurals body so that we can participate in intramurals. We haven't received any updates that these bonds will be changing.

Rheannon: I was wondering why Vic students participating in intramurals still have to pay for their own registration fees?

Amar: This year, it's because we know that a majority of students won't be participating in these sports. We're including subsidization costs for those registration fees in our budget too this year.

Motion by Tran to recess for 5 minutes. Seconded by Nerija.

- All in favour
- None opposed
- Motion passes

Victoria College Drama Society Budget

Leila: I was wondering about their Canva account line?

Michelle: Originally, the levies and clubs had access to the VUSAC Canva account but since VCDS makes so many of their own graphics they thought it would be beneficial to have their own account.

VISA Budget

VicXposure Budget

WUSC Budget

Academic Commission Budget

Nerija: I have to reallocate some of the money to different lines because of US conversion costs for the stationary we bought for our giveaways.

Motion by Nerija to reallocate \$65 from line 3.2 to line 3.1. Seconded by Tran.

- All in favour
- None opposed
- Motion passes

Motion by Nerija to reallocate \$35 from line 3.3 to line 3.1. Seconded by Joy.

- All in favour
- None opposed
- Motion passes

Soo: Is there a reason why there is nothing in the funding section from 1-1.3?

Nerija: When I initially submitted it, I had included the cost for each amount, but I didn't account for the fact that we can pull things from the VUSAC inventory.

Michelle: There was some discrepancy between the merch that we were pulling and the stock that we have. I thought it would be better just to mark it as \$0 and have some form of marking down how much stock we have left.

Arts and Culture Commission Budget

Motion by Jenny to reallocate \$300 from budget line 6.1 entitled "Tutorial Honoraria". Seconded by Vedika.

- All in favour
- None opposed
- Motion passes

Motion by Jenny to create a new budget line for \$200 entitled "Awards". Seconded by Max.

- All in favour
- None opposed
- Motion passes

Motion by Jenny to increase line 4.5 entitled “Webcams” to \$700. Seconded by Max.

- All in favour
- None opposed
- Motion passes

Commuter Commission Budget

Motion by Rheannon to add a budget line for \$400 entitled “Shipping Costs”. Seconded by Mehr.

- All in favour
- None opposed
- Motion passes

Rheannon: Based on our programming survey from the beginning on the year, most of our students responded that they are in the GTA, but we also have a group of students who are living abroad so we’re adjusting shipping costs based on that.

Tran: Sometimes when you ship things internationally, there might be other fees that apply to that package. I think you should highball the amount you need for this line.

Rheannon: I checked and a lot of the countries that we are shipping to have a “gift clause” and that means that you don’t need to spend money on customs. Can we bump it up to \$400 even then?

Tran: Yes, I think you should.

Mehr: I had a question about the Home for the Holidays gift packages. I was wondering what the mechanism was for deciding who is going to receive those packages.

Rheannon: We’re going to be following the same policies that other clubs use and that we have used in the past for distributing them. It’s going to be a first-come-first-serve basis but we’re going to be having multiple time-slotted sign-up dates. Hopefully that means that time and scheduling won’t be a barrier.

Michelle: I’m wondering how much would each package cost and what’s going into each package?

Rheannon: We’re going to be giving out around 50-100 packages and each one will be around \$50.

Equity Commission Budget

Motion by Mehr to add a budget line of \$100 entitled “Shipping Costs”. Seconded by Rheannon.

- All in favour
- None opposed
- Motion passes

Mental Wellness Commission Budget

Motion by Dorian to add a budget line entitled “Mental Health First-Aid Training” for \$100. Seconded by Alexandra.

- All in favour
- Non-opposed
- Motion passes

Nerija: Is the training going to be tailored online or in-person first response?

Dorian: We’re going to be doing our training through a group that trains you to look for potentially life-threatening signs in both digital and in-person settings.

Scarlet and Gold Commission Budget

Fatima: I think it’s better to have our gift cards distributed a little bit more equitably, so we’ll be splitting the amount of \$150 into smaller increments and distributing those across a wider number of students.

Sustainability Commission Budget

Motion by Leila to increase budget line 31 to \$250 from \$90. Seconded by Michelle.

- All in favour
- None opposed
- Motion passes

Motion by Leila to decrease budget line 33 to \$85 from \$100. Seconded by Jay.

- All in favour
- None opposed
- Motion passes

Motion by Leila to decrease budget line 30 to \$80 from \$100. Seconded by Mehr.

- All in favour
- None opposed
- Motion passes

President Budget

VPE Budget

VPI Budget

Motion by Tran to strike budget line 46.1. Seconded by Jay

- All in favour
- None opposed
- Motion passes

Motion to add a budget line for \$500 entitled “Workshop Fee”. Seconded by Max.

- All in favour
- None opposed
- Motion passes

Tran: Workshops for retreat this year are going to be done by VUSAC members and by the Campus Life Coordinator (who we can't pay) and Lucinda who is a past member of VUSAC. Lucinda is a current grad student, and this isn't her primary job, so we want to show our gratitude for her coming in by giving her a \$500 fee.

VPSO Budget

CRO Budget

Communications Coordinator Budget

Finance Chair Budget

Office Manager Budget

Leila: Why are we paying for the photocopier if we aren't using it this year?

Holly: Because we don't own the machine, we are paying the rental company to keep the machine in the space. If we don't, they could potentially come and remove it from our space, which we don't want.

Tran: Also, because it's a month-by-month basis and we just want to make sure that we still have access to the machine.

ACTION ITEM:

Motion by Michelle Zhao to ratify the 2020 Fall Budget (3 minutes). Seconded by Jay.

- All in favour
- None opposed
- Motion passes

Michelle: When we say, ‘ratifying the budget’, we mean we are ratifying the budget with all the changes we made this meeting. Just wanted to clarify that.

Motion by Tran to adjourn the meeting. Seconded by Jay.

- All in favour
- None opposed
- Motion passes

Meeting adjourned at 7:46 PM.