



Bethune College Council Meeting #2
BC 203
May 15 2019 12PM - 2PM EST
Chaired by Emily Panzarella

Start Time: 12:05PM EST

Voting Members: Adam Brihmi, Syed Naqvi, Nicholas Matthias, John Amanatides (early leave 12:55PM), Justin Calcada (early leave 12:15PM), Klara Rrashkadolli, Zain Ali

Non-Voting Members: Sara Sarwari, Dominic Bowman, Nami Yazdankhah

Absent: Nicole Shwartz, Jason Rai, Claudio Budo, Olga Jankovic, Meryl Pirasol, Justyn Drisdelle, Arsh Riyat, Clifford Baker, Suzanne Park, Tanya Da Sylva, Ife Kolade

President's Update

- Motion made by Adam to approve the 2019 Frosh Budget approved by the Finance Committee
 - Discussion
 - Refer to the **Orientation Chairs' Update** for budget review
 - Seconded by Klara
 - 5-0-0 motion passes
- A meeting regarding the constitution will be held soon to look at introducing by-laws
 - Purpose: To designate roles and responsibilities associated with job positions, financial procedures, and office rules implemented by the incoming council to enforce throughout the academic year
 - Introducing by-laws and making any necessary changes by the end of the summer will be beneficial so that the college does not wait one full year to adjust the constitution
- Look into starting a Patio Committee for the college to make better use of the space for students
 - Justin and Klara are interested in being a part of the committee and all council members are encouraged to join and share their ideas
- Bethune College's 50th Anniversary is next year
 - Each year, money is put aside to go towards renovations for the entire college, including the patio
 - A plan will be designed by the Master's Office to ensure the college is able to fund all of the necessary purchases while being fully supported
- The first College Association meeting was held
 - The association aims to make the campus more eco-friendly and develop college-specific and faculty-specific ideas to generate this
 - A YODA meeting will be held to discuss participating in a full clean-up day after Frosh week to help maintain campus space environmentally
- As discussed last meeting, honorarium is now based on a breakdown of the roles and responsibilities of each member converted into a percentage (out of 100%)



- Most members have already met and discussed their honorarium breakdown and remaining members will be contacted shortly for their meetings
- Enforcing office rules
 - A meeting will be arranged designated for brainstorming and developing office rules to be set in place for the academic year
 - Regarding a public post made which involved using campus space to promote an outside-of-school company, it has been decided that the individual will receive a formal warning
- The charging stations are something the college is looking at implementing in both JACS and JCR
 - This will fall under the EVP's budget regarding upgrades
- The Community Safety Board is always working on new initiatives to increase safety at York so that all students feel comfortable while on campus
 - Adam is currently fulfilling his role as President Representative for the board
 - Contact Adam with your ideas about ways to promote campus safety so that they can be shared with the rest of the committee
- Look into providing 24-hour access cards
- Communication within council has been good so far and we will attempt to maintain transparency, especially between executive members and all other members, throughout the year
- All council members are encouraged to not only fulfill their duties on council, but to be proactive members by introducing and implementing new ideas which provide benefits to the constituents as well as help achieve personal goals

Executive Vice President's Update

- Co-Vice Presidents Social have been hired
- Vice President Finance will be hired by this week
- The operations budget was received two days ago
 - The budget will go towards charging stations, board games, the PS4, and trainings
- Council retreat
 - A poll will be put up within the next hour listing several dates between June and August and will close on Friday May 17 @11:59PM
 - Retreat cost options
 1. The summer retreat will be fully paid for but will be the only council retreat for the year
 2. A second retreat will happen in the winter and each council member will pay a small fee for each
 - The cost of the summer retreat will be around \$40 and the cost of the winter retreat will be slightly more
- Discussion
 - The benefits of a second trip include having the First-Year Representatives as a part of the council retreat and an opportunity to mend miscommunications / bonds with other members
 - The main disadvantage of a winter retreat is the cost
- Conclusion
 - Revisit the idea once the summer retreat is official



- Council transparency will be heavily emphasized this year to prevent any miscommunication

Vice President Athletics Update

- The first draft of the budget has been sent to Ahmad and is currently waiting approval
- The Athletics Committee is looking into getting swag
- Members for the committee are currently being hired and all interviews will be completed by May 27
 - Positions:
 - Vice President Communications
 - Vice President Operations
 - Vice President Promotions
 - Administrative Assistant (New)
 - This role would entail tracking torch points, tracking the number of pinnies, keeping a record of teams defaulting, managing all members of the committee, and providing support to any member who requires it
- Currently looking at making a few changes to the office space, including finding out if any new equipment is needed as well as purchasing 100 pinnies as there are only about 80-100 pinnies left

Vice President Finance Update

- N/A

Vice President Social Update

- Motion made by Sara to approve the \$1271.25 deposit for Rice Lake Retreat Cottages
 - Discussion
 - This will be the first summer overnight trip ever planned for students
 - Details of the trip:
 - Dates: July 26 to July 28
 - Transportation: 1.5-2 hour commute ; one bus will take 48 students to the cottage
 - A total of 7 cottages will be occupied
 - 6 cottages will hold 6 people each
 - 2 queen beds
 - 1 queen futon
 - 1 cottage will hold 12 people
 - 3 queen beds
 - 1 bunk bed
 - 2 queen futons
 - Each cottage has a fire-pit, a barbecue, and a patio set
 - Equipment includes canoes, kayaks, paddle boats, and on-land & in-water trampolines
 - The cottages are secluded, which means they are located far from restaurants and grocery stores
 - The total cost is \$5085.00 including tax
 - Seconded by Klara
 - 6-0-0 motion passes



Vice President Communications Update

- N/A

SOS Representative Update

- N/A

YFS Director Update

- N/A

Orientation Chairs' Update

- **Froshies**
 - Budgeted for 325 froshies
- **Frosh leaders**
 - Budgeted for 100 leaders
 - Currently, there are 160 applicants and 118 leaders will ideally be hired, which will increase the budget
- **Frosh kits for incoming students**
 - Regular kits
 - The cost for a regular frosh kit will be \$135.00 before tax and the online fee
 - Small kits (New)
 - Purpose: Allow students who are financially restricted to still have the opportunity to participate in orientation week
 - Purchasing a small kit means that these students cannot participate in the larger events but can still participate in the smaller events
 - 25 kits will be available
 - Planning to meet with Calumet, who has offered small kits in previous years, to address the following concerns:
 - How to differentiate between those who purchased regular kits and small kits
 - Price to upgrade kits
 - Making the terms as clear as possible for froshies who choose to purchase small kits
 - How to advertise effectively (i.e. ensuring regular kit sales are better than small kit sales)
- **Frosh kits for leaders and executives**
 - Leaders and executives will not receive the same kits as the froshies and only contain the necessities in order to reduce costs
 - Consider supplying fanny packs instead and find quotes regarding the pricing
- Swag
 - Currently in contact with new sponsors to receive free swag to increase the budget
 - Met with RBC who are interested in being a sponsor but still are ensuring that they are able to be a sponsor



- There are 460 kits budgeted for but it should be considered to increase this to 480 due to an increased number of leaders, as well as ensuring there is extra swag in stock
- Party events and revenue details
 - Discuss with YODA regarding how to split the cost for parties hosted
 - Look at a 50% contribution by the host college, which would be \$7500.00 for Bethune
 - Lassonde is very interested in co-hosting a party with Bethune
 - They will be able to contribute to expenses since we have more froshies and would be providing the space for the party
 - This would be a good way to bring the college together since Lassonde is affiliated with Bethune
- Largest daily expenses
 - Saturday: food and party buy-in
 - Sunday: Bethune party
 - Monday: Glendon carnival and mini-games
 - Tuesday: YOD
 - Wednesday: Downtown event
 - Thursday: Coffee house
 - Friday: party buy-in, renting Canlan Ice Sports Arena
 - Saturday: Wasaga beach and barbecue
 - Sunday: Boat cruise
 - To reduce the total cost, we are considering at doing a boat cruise with Glendon College, who is expecting 200 froshies and has never run the event due to their budget
 - The boat can hold 500 people so we must still account for leaders, however, froshies come first always
 - Concerns
 - Last year, the boat already felt cramped with our college alone
 - We can make use of the upper deck which was not used much last year
 - Last year, the weather was cold so less people came out; if the weather is nicer this year more people are likely to attend the event
 - There is a large chance of spillover due to capacity restraints and it may not be worth it to risk this to save \$3000.00
 - Food and drinks were not served on the boat last year
 - Providing food would result in the boat cruise costing \$15 000.00, which is not realistic
 - Drinks will be made available this year and has been included in the deposit
 - A good alternative is to host the closing ceremony in the New Student Centre before departure
 - Sound equipment has already been paid for (\$500.00)
 - The total cost for Orientation Week is \$68 000.00 which is above the total revenue but all costs have been inflated so that the number will significantly decrease once purchases have been made
 - Mail-outs and call-outs should be added to the budget and will cost around \$1000.00
 - These options will promote Frosh week and have been successful in the past
 - Last year mail-outs were not done and kits did not sell out



- Two years ago mail-outs were done and all kits sold out
- Remove the cost set aside for the YODA retreat (\$900.00), as this will be covered by the EVP's operations budget
 - This can go towards the cost of fanny packs for the Frosh leaders and Frosh executives
- The council contribution is \$5000.00 and will only be used as a last resort option

Other

- N/A
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Meeting Adjourned: 1:05PM EST

Next Meeting: May 27 2019 12PM - 2PM EST