

WEEF Special BOD Meeting

January 13, 2005

CEIT - 3142

Attendance

Katherine Chiang – WEEF A-Soc Director
Ellen Kaye-Cheveldayoff – A-Soc Student Representative
Karim Lallani – President, Engineering Society B
Matt Paznar – A-Soc Student Representative
Chris Pieneman - B-Soc Student Representative
Bill Pudifin – Executive Assistant to the Dean, WEEF BOD Observer
Adel Sedra – Dean of Engineering
Mike Spendlove – WEEF B-Soc Director
Matt Stevens – Alumni Representative
Jeremy Taylor - B-Soc Student Representative
Timo Vainionpaa – Dean Recommended Alumni Representative
Denis Viens – Alumni Representative
Ryan Walker – Former WEEF A-Soc Director and Observer

Absent

Nick Lawler - President, Engineering Society A

1.1 Approval of Minutes from Dec. 2, 2004

Motion proposed by Ryan Walker, second by Dean Sedra with 1 modification. (Dean Sedra's name was spelled wrong.)

2.1 Approval of Agenda

Motioned by Denis, seconded by Ryan.

3.1 WEEF Director's Report

B-Soc Director Mike Spendlove reported on the WEEF funding situation as of now:

- 514 refund requests had been submitted, however 90% of those had participated in a survey about WEEF, their use of WEEF-funded equipment and why they were refunding their donation.
- Disproportionate number of Asian students taking the refund, suggesting a possible cultural or language barrier. Promotion of WEEF in Chinese or another language was suggested as was sending a letter with a fee statement to all students/parents (or just those who receive refunds.)
 - Dean Sedra suggested contacting Kim Boucher regarding the mailing
- New equipment installed, considering adding a deadbolt to the door for security reasons
 - Mike will contact Sue Gooding about follow-up
 - It was suggested that the new equipment be moved out of eyesight from the door.

4.1 Discussion and ratification of revised By-Laws

The by-law was revised by Ryan Walker and Matt Paznar after discussion at the December 2 BOD meeting, currently v.11. (For detailed changes see the by-law documents.)

- The matter with the "Allowable expenditure rate" was discussed and minor wording changes were made. The income rate, inflation adjustments and allowable expenditure rate were explained and clarified.

(Dean Sedra left the meeting, Bill Pudifin left the meeting)

- Ellen proposed that section 3.4 of the by-law revision be made a policy instead of a section in a by-law. 3.4.4 is taken out of the by-law for revision. VSC policy should be reviewed. The matters regarding the policy and related changes are to be discussed after the by-laws have been passed.
- The section on AGM was clarified (section 4)
- A motion to approve the by-laws with discussed changes was proposed by Ryan, seconded by Mike Spendlove, and passed unanimously. The new by-laws will be approved at the next Funding Council meeting.

(Timo Vainionpaa left the meeting)

5.1 AGM and board meeting date

- The AGM and the next board meeting are proposed to be on the Mar. 14th, 2005. The board meeting will begin at 4pm or later, depending on availability, followed by the AGM. Exact time and date to be finalized.
- Agenda items include:
 - A Treasurer's Report
 - Financial Status of principal, reserve and money available for proposals
 - Overview of Funding Decisions for S04, F04, W05
 - A summary of the recent by-law changes
 - A Q&A or feedback session for members
- Ellen brought up the point that the members would not have any power to enact change in WEEF governance through BOD appointments and so forth. It was clarified that the constitution sets the powers of the various parties – not the Board – and changing the constitution requires an engineering-wide referendum.

6.1 Other business

- Since many of the same topics come up, the efficiency of BOD meetings was questioned and it was suggested that each member should prepare before the next meeting.
- A BOD-created policy document was discussed, as was its amendment procedure. It will need to be created at the next meeting, once the Funding Council approves the new by-laws.
- Status of reserve funding and WEEF accounts to be clarified at the next meeting

7.1 Adjournment

- Proposed by Denis Viens, seconded by Ryan Walker.