

## Undergraduate Pharmacy Society Budget Meeting Minutes

Date: Sept 26 2011

- **Attendance:** Jen B, Amber-Lee C, Angela C, Jamie Z, Claudia N, Lisa M, Ramona S, Dave L, George W, Franky L, Lindsay D, Jacqui H, Ophelia C, Zao Z, Shajia Z, Sana N, Irene L, Faye P, Calvin N, ShanShan Z, Pearl L, Amy D, Duke B, Yin C, Yvonne M

- **Regrets:** Zenah S., Kevin C, Will K., Dipti

- **Absentees:** Farhana, Davin

**Time: 9:40am**

- **Motion to commence 2011- 2012 Budget meeting. Motioned by Jen, 2<sup>nd</sup> Jacqui.**

- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **Motions to approve last year`s budget :**

- **Athletics :** Motion to accept 2010-2011 Athletics budget. Motioned by Jen, 2<sup>nd</sup>: Amy.

- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **Awards and grants:** Motion to accept 2010-2011 Awards and Grants budget. Motioned by Jen, 2<sup>nd</sup>: Calvin

- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **Phone line:** Motion to accept 2010-2011 Phone Line budget Motioned by Jen, 2<sup>nd</sup> Calvin abstain.

- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **CAPSI:** Motion to accept 2010-2011 CAPSI budget. Motioned by Jen, 2<sup>nd</sup>: Lindsay

- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **External Affairs:** Motion to accept 2010-2011 External Affairs budget. Motioned by Jen. 2<sup>nd</sup>: Jacqui.

- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **IPSF:** Hospitality expenses were a lot less than expected so may need to adjust this year`s budget.

- Motion to accept 2010-2011 IPSF Budget. Motioned by Jen. 2<sup>nd</sup>: Calvin.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- HST: UPS receives most HST back at the end of the year.
  - Motion to accept 2010-2011 HST budget. Motioned by Jen, 2<sup>nd</sup>: Lindsay.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- The key: Motion to accept 2010-2011 key budget. Motioned by Jen. 2<sup>nd</sup>: Jacqui.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Monograph: Motion to accept 2010-2011 Monograph budget. Motioned by Jen. 2<sup>nd</sup> Jamie.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Orientation Banquet: Motion to accept 2010-2011 Orientation Banquet budget. Motioned by Jen. 2<sup>nd</sup>: Amy.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Pharmakon: Lost a lot of money last year due to poor sales. Past years sold 350 yearbooks vs. 269 sold last year. Also HST came into effect that year.
  - Motion to accept 2010-2011 Pharmakon budget. Motioned by Jen, 2<sup>nd</sup>: Jamie.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Events:
  1. Publicity: Motion to accept the 2010-2011 events publicity budget. Motioned by Jen. 2<sup>nd</sup>: Calvin.
    - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  2. Phollies: Motion to accept 2010-2011 Phollies budget. Motioned by Jen. 2<sup>nd</sup>: Jacqui .
    - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Social: Lost \$5000 due to semi occurring at busy time so 1t2s could not attend.
  - Motion to accept 2010-2011 budget. Motioned by Jen, 2<sup>nd</sup>: Lindsay.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- Student Fees: Motion to accept 2010-2011 Student Fees budget. Motioned by Jen. 2<sup>nd</sup>: Amy.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Webmaster. Motion to accept 2010-2011 Webmaster Budget. Motioned by Jen 2<sup>nd</sup>: Jacqui.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- Community Outreach: Motion to accept 2010-2011 budget. Motioned by: Jen. 2<sup>nd</sup>: Jamie.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- UPS Budget: Chartered accountant cost is big but required to have audit by university. Interest – bank fees goes to grad fun for graduating class.
  - Motion to accept 2010-2011 UPS budget. Motioned by Jen. 2<sup>nd</sup>: Calvin.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

*Yin enters 10:20pm.*

- Motion to accept to 2010-2011 UPS budget in its entirety. Motioned by Jen. 2<sup>nd</sup>: Jamie.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

### **Motions to approve 2011-2012 Budget;**

- **Athletics.** Discussion: Default bonds are non-negotiable. This year, we will strive not to default on any games so we`ll get all the money back. Recovery fees are for hockey. Curling bonspiel is well attended, usually joint with Grad House but they bailed last year. Will continue with curling this year since it is popular. Waterloo will reimburse OPA bus.
  - Motion to accept 2011-2012 budget. Motioned by Jen. 2<sup>nd</sup>: Amy
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
- **Awards and Grants.** Discussion: Service awards for UPS members who attend 75% of meetings are \$30 approx. per person. Budget for engraving may rise because more people have more points than last year. Have a lot of Pharmacy ``P`` crests still available. Budget increased to \$5000.
  - Motion to accept 2011-2012 budget. Motioned by Jen. 2<sup>nd</sup>: Amy
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **CAPSI:** Same as last year mostly.
  - Motion to accept 2011-2012 budget. Motioned by Jen. 2<sup>nd</sup>: Amy
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Events.** Discussion: Theatre rental price has gone up but we did get an extra night for free. We have been with George Ignatieff theatre for 20 years and other theatres are more expensive. Ticket sales will go up to \$10 to increase income since theatre is going up by \$500. We are receiving additional sponsorship so more money will be allotted for new incentives like going to senior homes, Mr. Pharmacy charity competition, PharmFacts Bowl, case competitions and for food to encourage attendance at events. Extra initiatives for PAW will cause us to approximately break even.
  - Motion to accept 2011-2012 Events budget. Motioned by Jen. 2<sup>nd</sup>: Amy.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **External Affairs.** Discussion: To promote CSHP, external affairs attends CSHP meetings and would like membership paid for both external affairs representatives. However, only 1 person sits at meetings. Previously, UPS paid half of CSHP membership for both Sr and Jr representatives. EA claims it will be able to better promote CSHP if both Jr and Sr are CSHP members. Senior external affairs rep can still organize CSHP initiatives even without subsidy or CSHP membership. Senior will therefore not receive a subsidized CSHP membership.
  - Motion to accept 2011-2012 External Affairs budget. Motioned by Jen. 2<sup>nd</sup>: Jamie
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **HST:** Motion to accept 2011-2012 HST budget. Motioned by Jen. 2<sup>nd</sup>: Amy.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **IPSF.** Discussion: New in the budget is \$150 for food for exchange program info session and anti-counterfeit drugs campaign which is required by IPSF. Canada doesn't promote IPSF as much as other countries so IPSF reps need to promote more to students and food will give students more incentive to go out to IPSF events since attendance is usually low. Hospitality expenses are important because Canada has a reputation for being a poor host for international students. Only \$220 was spent last year however this budget gives incentive for people to go out with exchange students thus budget remains \$900.

- Motion to accept 2011-2012 IPSF budget. Motioned by Jen. 2<sup>nd</sup>: Amy
- Accept: 12, Abstain:1, Opposed: 1. Motion Passes.
  
- **The Key.** Discussion: 700 instead of 650 copies.
  - Motion to accept 2011-2012 Key budget. Motioned by Jen. 2<sup>nd</sup>: Amy
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Monograph.** Discussion: 1 main sponsor dropped out. Number of prints per issue has been reduced to accommodate less sponsor money. Perhaps reduce printing costs even more will help so we will modify budget based on demand from first couple of issues. Contract with printer we can't get out of.
  - Motion to accept 2011-2012 Monograph budget. Motioned by Jen. 2<sup>nd</sup>: Amy
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Orientation Banquet.** Motion to accept 2011-2012 Orientation banquet budget. Motioned by Jen. 2<sup>nd</sup>: Amy
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Pharmakon.** Discussion: Signed contract already. Cost of 100 books is fixed cost. Bump up price by \$5 per yearbook to \$30 compared to \$25 in previous years. Also planning on selling more yearbooks this year.

*Yin, Duke and Amber-lee leave at 11:58am.*

- Motion to accept 2011-2012 Pharmakon budget. Motioned by Jen. 2<sup>nd</sup>: Amy
- Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Social:** Motion to accept 2011-2012 Social budget. Motioned by Jen. 2<sup>nd</sup>: Jacqui.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Student Fees.** Discussion: Issue with pharmD students who are now technically 1T3s. They are likely going to 1T2 grad formal so their money is staying in 1T2 grad fund. Will ask pharmD students what they think.
  - Motion to accept 2011-2012 Student Fees budget. Motioned by Jen. 2<sup>nd</sup>: Jamie.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.

- **UPS.** Discussion: Reduce office supplies cost to \$100 from \$200. Add on clothing sales which will bring in profit to be split between classes. Pharm chem industry speakers' event should seek out sponsors since they got money last year because UPS had extra cash at the end of the year. Pharm chem students count as pharmacy students since we teach them but UPS does not receive fees from these students. Possibly make it a joint event to incorporate pharmacy students. Student initiatives fund started last year so students can come up with own initiatives and create events. Last year \$600 was given to two students who went to Namibia. Considering high demand, budget has gone up. Two WHO internships have been approved for \$500. IHI (Institute for Healthcare Improvement), Pharmacy mentorship, Global medicines initiatives and Pharmacy arts night all looking for money. SOAPE and PWL will likely ask for funding. Double budget for student initiatives since UPS is here for the students and this will encourage new events and student participation.
  - Motion to accept 2011-2012 UPS budget. Motioned by Jen. 2<sup>nd</sup>: Lindsay.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- **Webmaster.** Motion to accept 2011-2012 Webmaster budget. Motioned by Jacqui. 2<sup>nd</sup>: Amy.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- Motion to accept 2011-2012 UPS budget in its entirety. Motioned by Jen. 2<sup>nd</sup>: Amy.
  - Accept: 13, Abstain:1, Opposed: 0. Motion Passes.
  
- Motion to end meeting. Motioned by Jen, 2<sup>nd</sup>: Jamie. Time: 12:30pm.