**Minutes from Undergraduate Pharmacy Society**

**August 23rd, 2014. 7PM**

Present: Joseph, Mohamed, Annie, Helen, Hilary, Lisa, Ryan Tham, Komail, Jennifer, Chi, Ruyi, Vivian, Matthew, Pak, Aoran, Thomas, Shane, Tiana.

Regrets: Chia Hui, Ryan Co, Sam, Trevor, Param, Aarti, Areeba, Veeral, Teegan, Boyd, Simon, Karina, Hazel

1. **External-Sponsor Banner & Backdrop (voting item)**

Presenter(s): Lisa

* Total funds secured is $12500: from national bank ($4500), mint pharmaceuticals ($2000), Remedy’s Rx ($2000), OPA ($2000), insulinpumps.ca ($1500), Rexall ($500)
* GSK lunch and learn: each person pays $25 and food (Subway) is not included
* Joseph motions to approve the current slanted banner as the backdrop. Ryan seconds.
  + For: 9
  + Against: 2
  + Abstain: 2
  + Motion passes
* Joseph motions to approve banner with font modification changes. Helen seconds.
  + For: 10
  + Against: 1
  + Abstain: 2
  + Motion passes

1. **Having two budget meetings (one per semester) (voting item)**

Presenter(s): Shane

* There is only one budget meeting in September as of now, leaving us with no chance to fix things (eg. to account for unexpected expenses in second semester) after the decisions are made at the beginning of the year
* Suggest a second (shorter) meeting to update budget
* Discussion:
  + Opinion from senior finance: Helen noted that it is not necessary for second meeting because people should have an idea of what they would like to do for the entire year; however, suggested we could have voting items as issues arise throughout the year
    - Have issues presented as voting items during meetings rather than having another budget meeting
  + Need to account for deficits or surpluses by updating budget in second semester
  + It is unfair for second semester events if budget is pulled out due to changes
  + If things were properly planned at the get-go, shouldn’t have much issues
  + We should leave breathing room in the budget so we don’t end up with a large deficit
  + Usually budget deficits come from difference between the predicted vs actual funding from student fees
  + Could have a short budget meeting for the Sept and Oct events, then formal meeting in November when exact funding amount is finalized
  + New ideas shouldn’t be added to the second meeting to ensure fairness
  + Everyone has access to see the budget throughout the year
  + Projections of funding needed by clubs/events may be inaccurate before events are actually planned
    - Clubs/events an refer to amounts used during previous years to make more accurate estimates
  + Clubs/events should be able to work with the money they are allotted during the first budget meeting
  + Note we have been in deficit each year for the past few years
  + People would want to bring new items to the second meeting—unfair
* Joseph motions to approve a second budget meeting in second semester (January). Monograph seconds.
  + For: 3
  + Against: 3
  + Abstain: 4
  + Motion does not pass
* Mohamed motions to incorporate a budget item topic for half an hour in first meeting of January to evaluate current finances having recently been updated. Joseph seconds.
  + For: 7
  + Against: 0
  + Abstain: 3
  + Motion passes

1. **Having two constitution meetings (one per semester) (voting item)**

Presenter(s): Shane

* Currently, a long 4h meeting is held to discuss the constitution, only allowing changes to the constitution to be applied in the following year
* Suggest split the 4h meeting into two 2h meetings, one Oct, one Jan
* Discussion:
  + First meeting might turn out long anyway because we have to go through the entire constitution, but second meeting could be shorter and used to amend smaller items
  + October might be too early for people to understand enough of procedures to amend the constitution
  + Meeting doesn’t have to be early as October, but should be before the first elections happen—suggest Nov or Jan to avoid conflicts with exam schedules
* Shane motions to change the constitution meeting from one meeting to two meetings, at a time convenient for council. Joseph seconds.
  + For: 6
  + Against: 1
  + Abstain: 5
  + Motion does not pass
* Tiana motions to move the constitution meeting from current date to prior to the first UPS election candidates meeting. Annie seconds.
  + For: 8
  + Against: 0
  + Abstain: 2
  + Motion passes

1. **UPS Points System (non-voting)**

Presenter(s): Shane

* The previous UPS points recording system made it difficult to tract points, but the system has been updated to facilitate the secretary with points tracking and students with points access
* Logins now work for the website, default password = password
* New coupon system allowing events coordinators to print coupons with codes to distribute at end of events, and students can claim points online with the coupons afterwards
* Events and clubs can submit excel sheets for points entry
* We should vote on setting a timeline for how long people can have to submit points after events occur