

**McMaster Association of Part-Time Students
Board of Directors Meeting – Minutes
Wednesday, March 15, 2006 at 5:30 p.m.
211 University Hall, McMaster University**

PRESENT Carole Armstrong (chair), Alex Alvarez, Denis Ellis, Vicki Hartley, Anna Marinelli, David Moore (late), Noor Nizam, Rose O'Connor, Ken Seville, Nathan Shaw, Eric Siu, Sean Spratt, George Zrinscak

REGRETS Min-Ju Evans, Gisela Oliveira, David Rennie

STAFF Sam Minniti (executive director)

OTHER: Nabil Rashidi (MSU Diversity Services, Bridges Café Coordinator)

CONSTITUTION OF THE MEETING

A quorum of directors being present, the chair called the meeting to order.

ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

Open Session

- Minutes of January 17, 2006
- Draft 2006 Budget
- Audited Financial Statements for the year ending December 31, 2005
- Executive Counsellor Report, March 15, 2006
- Funding Request – McMaster Peace and Conflict Studies
- Funding Request – Feed The Bus
- Funding Request – Kyle Hault Memorial Food Drive
- Funding Request – McMaster Campus Ministries Council
- *The Link*, Vol. 28, No.2 (February 2006)

OPEN SESSION

1. APPROVAL OF THE AGENDA – OPEN SESSION

Motion: Moved by Spratt, seconded by O'Connor that the agenda be adopted as circulated.

Carried.

2. APPROVAL OF THE MINUTES

Motion: Moved by Marinelli, seconded by Armstrong that the minutes of January 17, 2006, be adopted as circulated.

Carried.

3. PRESIDENT'S REPORT

Armstrong thanked the MAPS Board for their support and acknowledged her term as MAPS President was a busy one, culminating with the hiring of Sam Minniti as Executive Director. She acknowledged excitement for electing her successor.

4. EXECUTIVE DIRECTOR'S REPORT

Audited Financial Statements

The statements were approved at the AGM, however, they should also be approved and minuted at a meeting of the board of directors.

Motion: Moved by Ellis, seconded by Spratt that the audited financial statements for the year ended December 31, 2005, be approved.
Carried.

2006 Budget

The board referred to the draft budget previously circulated. Minniti noted that as a result of Elaine Marion's resignation in January, the draft was prepared in the absence of a treasurer.

Ellis inquired why the "Professional Fees" line had doubled from \$3000 to \$6000. Minniti advised that the line includes the audit, IT consulting costs, and anticipated legal fees relating to review of the draft transferability agreement with the MSU.

Nizam inquired if the audit, legal, and IT consulting fees would be captured under the Public Relations line. Minniti advised that this was an error; the notation should be under Professional Fees.

Nizam inquired about the Board Development budget line. Minniti explained that it would cover costs associated with board development such as the annual spring retreat.

Zrinscak inquired about the Education Services/Seminars line. Minniti advised that it covers the costs associated with the "Getting Ready for University" workshop that MAPS and the University co-host in August.

Ellis asked why the budget for *The Link* had doubled. Minniti explained that in the past, only part-time students registered in a class at the time *The Link* was mailed were sent a copy. He noted that all part-time students who have paid MAPS fees are entitled to the full benefits of membership during the academic year (ending August 31) in which they paid membership fees.

Nizam asked why the donations line is only \$400. Minniti advised that this reflects the allocation in the 2005 budget. Armstrong commented that it was the intention of last year's board to phase out this line.

Nizam felt that the Donations line should be retained and substantially increased.

Armstrong suggested it is not the role of MAPS to fund student initiatives at large within the University, especially those that are not directly linked to part-time students. She added that the MSU was better positioned to fund campus groups since \$400 would be very little for one group, let alone multiple groups.

Nizam suggested a referendum among part-time students to increase MAPS fees to substantially increase this budget line.

Ellis felt it was not appropriate to take individual budget lines to a referendum.

Spratt agreed, adding that approving the budget is a responsibility of the board of directors. He added that MAPS has limited resources and does not have the membership or fee base that the MSU has.

Nizam renewed his suggestion that reallocations should be made within the budget to not only maintain the Donations line, but increase that allocation to several thousand dollars.

Minniti noted that the draft budget was provided for information at this meeting. While the board could approve it now, it might be advisable for the new treasurer to review the budget and bring it back to the board after consideration by the executive committee.

Nizam maintained that other university organizations give out money and that MAPS should as well. He felt that \$400 should be retained in a Donations line at a minimum, adding that MAPS should be able to fund any McMaster community group, not just part-time students. Nizam felt that MAPS should look beyond part-time students and address needs brought forward by other parts of the McMaster community and beyond.

Motion: Moved by Shaw, seconded by Zrinscak that further consideration of the 2006 Budget be postponed to the next meeting of the Board.
Carried.

5. EXECUTIVE COUNSELLOR'S REPORT

The Board referred to Moore's written report (copy annexed to the official copy of the minutes). The MUSC Board of Management's challenge to contain escalating custodial costs and the SRA's endorsement of the draft MAPS-MSU transferability agreement were noted.

6. ELECTION OF 2006-2007 EXECUTIVE COMMITTEE

Armstrong advised that there were board members who expressed an interest in standing for election to the Executive Committee, but that had not yet arrived. Siu had temporarily left the meeting and Moore's arrival had been unavoidably delayed.

Nizam objected and felt the election should proceed immediately.

Motion: Moved by Shaw, seconded by O'Connor to postpone the election of the MAPS Executive Committee until all members in transit are present, but no later than as the last item of business on the agenda. **Carried.**

7. DONATION REQUESTS

Armstrong suggested that in light of the decision to postpone further consideration of the budget it would be appropriate to postpone consideration of the donation requests until a decision is made in respect to the Donation line.

Motion: Moved by Ellis, seconded by Shaw to postpone consideration of donation requests until after approval of the 2006 budget by the board.
Carried.

8. OTHER BUSINESS

Board Confidentiality

Members of the Board were reminded that the minutes form the official record of discussion at meetings. Minutes are not deemed to be public record until they are approved at a subsequent board meeting. Closed session discussion or documents are not to be shared with non-board members.

Inquiries from non-board members about board meeting discussions should be referred to the chair [the president] or the executive director.

CLOSED SESSION

Return to Open Session

6. ELECTION OF 2006-2007 EXECUTIVE COMMITTEE

The executive director administered the election process. The following members of the board were duly nominated and accepted nomination.

President	David Moore
Vice-President (Internal)	David Rennie **
Vice-President (External)	Anna Marinelli
Treasurer	Sean Spratt
Executive Councillor	Eric Siu

** Written acceptance of nomination for another executive office had been received. The board entertained the nomination of Rennie for vice-president (internal) subject to willingness to serve.

Under the corporation's bylaws, Carole Armstrong will serve on the executive committee by virtue of her position as immediate past-president.

Motion: Moved by Ellis seconded by O'Connor to ratify the candidates as duly elected by acclamation. **Carried.**

Moore briefly addressed the board as MAPS' new president. He thanked the board for the opportunity to lead the Association and said he anticipated a year of both challenge and opportunity for MAPS. Moore also led the Board in thanking Carole Armstrong for her leadership as president for the last two years.

13. TIME OF NEXT MEETING / ADJOURNMENT

It was agreed that the executive director would canvass the board for a suitable day to schedule a board retreat meeting in May.

Motion: Moved by Ellis, seconded by Spratt to adjourn.
Carried.

7:40 p.m.