2015/2016 MSA Council Meeting #7 - Minutes
Annual General Meeting
Monday, March 7, 2016
5:00pm-7:00pm, Council Chamber, University Hall 2-100

A. Chair’s Business
1. Call to order - called to order at 5:10pm.
2. Attendance
   (https://docs.google.com/a/ualberta.ca/spreadsheets/d/1on5AEmMTgWDOgWfYAHEOIA0hM2ZPcy2sdISi0WJHbk/edit?usp=sharing)
3. General Members in attendance: Chris Novak, Tyler Halverson, Swati Chavda, Harry Liu, Jennifer Weekes, Karl Narvacan, Jordan Rycroft, Kai Homer, Andy Le, Miranda Wan, Marie DeCock, Brent Chambers, David Tetault, Joel Strautman, Katie Girgulis, Ashlee Matkin, Kaitlin Thomas, Abdullah Ishaque, Yasamin Mahjoub, Nikita-Kiran Singh, Shauna Regan, Kirsten Pon, Anton Savin, Chaitanya Gandhi, Christina (Tia) Shaw, Colton Lewis, Carol Dennison, Chad Diechrichs, Josh Urquhart, Kieran Puirch, Ben Roth, Nathan Turner, Michael Taylor, Yunan Liu, Kenji Miner, Nathalie Kupfer,
4. Honorable Guests: Dr. Fraser Brenneis, Dr. Tracey Hillier, Dr. Melanie Lewis, Mr. Fahim Rahman, Ms. Marina Banister.
5. Next Meeting Date - April 4, 2016 (ECHA 2-190)
   i. Year end transition reports are due by Sunday, April 3 @ 11:00am.

B. Executive Reports
1. VP FINANCE - Presentation - Financial update and future MSA funding discussion.
   i. Postponed to later in meeting. Addressed after Executive Business.
   ii. Total MSA assets _______ breakdown of liabilities,
   iii. Question: Why do we have this much equity?
      1. Float fund for clubs wanting to spend more money
      2. Joint fund
      3. Asset-liabilities = _______
   iv. Question: What plans does MSA have to reduce savings and make use of all this money?
      1. We will be discussing this more today, we are looking for new ideas on how to spend this money (it has been around for a very long time) to benefit all four years, rather than only a few students (eg. scholarships).
      2. Ideas brought forward today:
a. Reducing MSA fees gradually
b. Buying class goalie equipment to reduce financial barrier to taking part in class hockey
c. Providing the membership of “Up To Date” for all students
d. Putting money into a mutual fund to accrue interest to make MSA more self-sustaining (but this involves taking money from current students to benefit future students)
e. Purchasing question banks for the LMCCs
f. Membership to intramurals for free for all students
g. Subsidize healthier food choices for MSA events

3. Floats are a contentious issue. Some club leaders really want floats, but there is concern that creating floats will not really “use” the money, and thus would not substantially benefit students.

4. Invitation to email further ideas to MSA executive members by general members to discuss at future meetings

C. Executive Business

1. PRESIDENT/VP ADMINISTRATION MOVE to grant the MSA Executive (including Fatemeh Ramazani, Brandon Christensen, Julianna Deutscher, Scott Anderson, Brendan Morgan, David Ma, and Helya Aghazadeh) permission to close the MSA’s Great West Life Assurance account and transfer the remaining funds into the MSA’s main bank account.
   i. Motion passes.

2. VP ADMINISTRATION/YEAR 2 CLASS REPRESENTATIVE MOVE to approve Bill #3 and amend the MSA Constitution to include Battle of the Bands under the description for the Orientation Officers.
   i. See item below.
   ii. Motion passes (72 approve, 2 oppose, 1 abstains).

D. Member Reports & Business

1. ORIENTATION OFFICERS/VP ADMINISTRATION MOVE to approve the Battle of the Bands’ budget reallocation as outlined by the Orientation Officers.
   i. See item below.
   ii. Question: Where did the sponsorship for O-week come from?
      1. Mainly banks, Scotiabank was platinum sponsor, see more details in attached document.
      iii. Motion passes (75 for, 3 opposed, 2 abstain)

2. MR. STRAUTMAN - Discussion - Hockey Pad disposal and ideas for moving forward.
There was a communal set of goalie equipment that was accidentally thrown out, and now we want to discuss replacing this set. Fundraising within hockey club is unreasonable.

Question: Where did funding for equipment initially come from?
   1. Donated by a member of the 2016 Class.

Question: If we did get another set of pads, where would we store them?
   1. Many possibilities are available.

Question: How much do the pads cost and how much demand is there for using these particular hockey pads?
   1. Costs vary from $3610 to $5000+. There are a set of pads on Kijiji for $1500 as well. There is issue with the access to the pads in general so if individuals who were playing in goal knew how to access them, they should have no problem with being used. There may be a need for a system with signing them out, etc.

Question: Is there potential for the Sports Reps to raise for example, half, of the funds for the new equipment and the MSA provide the remaining amount?
   1. There will be future discussion on this matter.

3. **FACILITIES SR - Presentation** - budget reallocation plan in light of seizure of MSB 2-02, storage discussion and space update.
   
   i. Proposed spending includes: music equipment maintenance, board games, upgrading the Fishbowl, etc.
   
   ii. Proposal to provide storage bags for the movement of music equipment to encourage longevity of the equipment so that it does not become damaged or have pieces misplaced. This is a prevention oriented proposal.
   
   iii. Comment of support for music equipment.
   
   iv. Motion passes (77 approve, 3 oppose, 1 abstain).

4. **PRESIDENT/VP STUDENT AFFAIRS** MOVE to approve the Clerkship Packages project as presented.
   
   i. providing care packages for clerkship students to maintain link between clerks and MSA/medical school community, as well as show care/support for the clerkship students.
   
   ii. Question: Are these items that most people will already have when they enter clerkship?
      
      1. Clerks in Ontario have expressed that it is a nice gesture that has been discussed at multiple conferences.
   
   iii. Question: How will the budget change for subsequent years when these are packages only provided in third year?
1. In subsequent years, only the incoming clerks will receive these packages so the budget will be cut in half

   iv. Question: Would there be benefit in providing a retreat for the clerks with a mental health and wellness focus?

   1. To be further discussed, although the original idea with the care packages were meant to provide clerks with a greater sense of belonging.

   v. Ideas to provide “Bugs and Drugs”, Pocket Cards, Maxwell’s, etc.

   vi. provide selection of gift cards worth $10

   vii. Idea to provide a “Tip guide from Past Clerks”

   viii. Idea to survey the clerks to provide them an opportunity to see what they feel they need.

   ix. Motion on the interest of this project: (56 in favour, 15 opposed, 4 abstained)

Break: Dinner Provided @ 6:00pm

5. SOCOM SR. - Presentation - Party Like a Pro Committee discussion and plans for moving forward in the coming years.

   i. To be further discussed in April’s meeting.

E. State of the Association Address

   1. PRESIDENT - Annual State of the Association address and review of the academic year.

   i. Started off the year with an aim to strengthen our community

   ii. Recognition of this year’s projects

      1. Survival Guide
      2. Steth
      3. Website
      4. Clubs policy
      5. O-Week
      6. MSA Retreat
      7. ALumni social
      8. CFMS AGM
      9. ICEBowl
      10. AOTH
      11. Lobby days (prov, fed)
      12. AMA, colleges
      13. Winter CONcert
      14. Global health awareness week
      15. MHAW
16. Med formal
17. Our student groups, initiatives
   iii. Recognition of Faculty
   iv. MSA Involvement Award, Chris Novak

F. Question Period

G. General Election Results

1. **VP ADMINISTRATION/YEAR 2 CLASS REPRESENTATIVE** MOVE to approve the MSA Election Results as presented.
   i. CPSA Rep Scott Anderson
   ii. Orientation Week: None
   iii. MSA Sports Reps: Colton Lewis and Kaitlin Thomas
   iv. PAC Chair: Kieran Steer
   v. VP Student Affairs: Marie DeCock
   vi. VP Finance: Tyler Halverson
   vii. VP External: Swati Chavda
   viii. VP Education: Miranda Wan
   ix. VP Community Engagement: Nikita-Kiran Singh
   x. MSA President: Yasmin Mahjoub
   xi. Motion passes (69 for, 2 opposed, 2 abstain)

2. **VP ADMINISTRATION/YEAR 2 CLASS REPRESENTATIVE** MOVE to fill vacant positions by appointment at the April 4, 2016 meeting.
   i. Seconded by James Adrian (2018 Rep)
   ii. Vacant: Orientation Week committee, ACFP Rep, VP Admin,
       1. Question: why doing appointment (MSA council votes) instead of by-elections as its been done in the past
          a. Due to member fatigue, but decision is up for debate
   iii. Motion passes (72 in favour, 4 opposed, 4 abstain)

H. Adjournment

1. Meeting adjourned at 7:01pm.
MSA Finances
Balance Sheet

Liabilities

- Accounts Payable
- Clubs Payable
- Other Accounts
- Owed to Grad/Class Council
FACILITY BUDGET

MUSIC SLIDE CREDITS TO SIRIM KIM
## PURCHASES FOR $2000 FUME BUDGET

<table>
<thead>
<tr>
<th>Completed/ In Progress</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Dishrack</td>
<td>• Music equipment related</td>
</tr>
<tr>
<td>• Chargers</td>
<td>• Board games</td>
</tr>
<tr>
<td>• Housekeeping</td>
<td>• Fishbowl</td>
</tr>
<tr>
<td>• Disposable cutlery</td>
<td>• Curtains for East windows</td>
</tr>
<tr>
<td>• Dish soap + refill</td>
<td>• Pool cue repair</td>
</tr>
<tr>
<td>• Microwave covers</td>
<td>• Upgrade tables/chairs</td>
</tr>
<tr>
<td></td>
<td>• $450- 4 Faux Leather Beanbags</td>
</tr>
<tr>
<td>$10</td>
<td></td>
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<tr>
<td>$100</td>
<td>$200 Coffee Table</td>
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<td>$40</td>
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<td>$20</td>
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</tr>
<tr>
<td>$10</td>
<td></td>
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<td>$180</td>
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MUSIC RELATED EQUIPMENT

• Faculty Events
• Class Bands/ Performers
• Music Groups
PROPOSAL – REPAIR & PREVENTION
PROPOSAL – NEW PURCHASE

XLR Cable + Clip + Mic Stand
CURRENT STATUS
PROPOSED STATE
WITH NEW PURCHASE
## Proposed Purchases

<table>
<thead>
<tr>
<th>Item</th>
<th>Description, Preferred Model</th>
<th>Cost</th>
<th>Quantity</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>Drumstool/throne</td>
<td>$84</td>
<td>$84</td>
<td>1</td>
<td>$84</td>
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<tr>
<td>Cymbal bag</td>
<td>Sabien - 24 Inch</td>
<td>$70</td>
<td>1</td>
<td>$70</td>
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<tr>
<td>Drum carrying bag</td>
<td>Crossrock - Element Series</td>
<td>$220</td>
<td>1</td>
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<tr>
<td>Hardware bag</td>
<td>Mapex - Rolling Drum Hardware Bag</td>
<td>$160</td>
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<td>Glue for repair kits</td>
<td>$75</td>
<td>$75</td>
<td>2</td>
<td>$150</td>
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Total Cost: $684
HOCKEY GEAR

PERSONAL ITEM AND STUDENT GROUP STORAGE
MAINTENANCE OF STUDENT SPACE

• Labelling
• Designated storage areas
• Contact
  • Email, In person, Facebook
• Timeframe
NOTIFICATIONS

• Sep 8- Post to 2018 FB Page
• Sep 8- Email to listservs 2019
• Oct 13- Email from MSA VP Internal to all Student Groups regarding storage
• Oct 21- Post to 2019 FB Page
• Oct 21- Post to 2018 FB Page
• Dec 14- Email to listservs 2019, 2018, 2017
• Dec 16- Email to listservs 2016
HOCKEY GEAR BREAKDOWN

• Pads, glove, blocker, chest protector, pants, and stick
• New replacement equipment (online)
  • Useable senior goalie equipment
  • $3610 - $5481
• Kijiji
  • Same as above with used pads
  • ~$1500
HOCKEY GEAR COST

• Fundraising
• MSA
• FUME budget
• Combination
• Other
<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
<th>Reason</th>
<th>Maintenance</th>
<th>Furniture</th>
<th>Amenities</th>
<th>Music</th>
<th>Sports</th>
<th>E. Games</th>
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<tr>
<td>27-Aug-13</td>
<td>732.90</td>
<td>Ikea Purchase</td>
<td>608.34</td>
<td>5,792.70</td>
<td>3,962.58</td>
<td>3,120.59</td>
<td>1,824.38</td>
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<td>9-Dec-13</td>
<td>4,231.45</td>
<td>Coaches microwave fridge etc</td>
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<td>18-Sep-13</td>
<td>344.65</td>
<td>Pictures</td>
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<td>19-Mar-14</td>
<td>3,000.00</td>
<td>Sink</td>
<td>3,000.00</td>
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<td>22-Apr-14</td>
<td>419.03</td>
<td>Compostable tableware and Popcorn machine</td>
<td>419.03</td>
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<td>29-Apr-14</td>
<td>39.77</td>
<td>2 boxes of utensils and cups</td>
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<td>29-Apr-14</td>
<td>722.65</td>
<td>Painting station</td>
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<td>25-Apr-14</td>
<td>100.00</td>
<td>Drum Repair</td>
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<td>25-Apr-14</td>
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<td>Cleaning Supplies</td>
<td>27.91</td>
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<tr>
<td>12-Apr-14</td>
<td>119.90</td>
<td>Charging Station and Cables</td>
<td>119.90</td>
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<tr>
<td>2-Dec-15</td>
<td>700.00</td>
<td>Deposit for Pool Table</td>
<td>700.00</td>
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<td>26-Feb-15</td>
<td>24.38</td>
<td>Paint Revamp for Ping Pong</td>
<td>24.38</td>
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<tr>
<td>26-Feb-15</td>
<td>1,508.37</td>
<td>Drums (355 90), Pool Table ($700), and Video Games ($451.47)</td>
<td>356.9</td>
<td>700</td>
<td>451.47</td>
<td>500.00</td>
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<tr>
<td>15-Mar-15</td>
<td>308.70</td>
<td>chalk/eBrozer ($4.92), chalkboard/white ($140), shelf ($260.70) and Pizza Magnate ($68)</td>
<td>308.70</td>
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<tr>
<td>15-Mar-15</td>
<td>58.01</td>
<td>Charging Dock ($52.49) and Video Adapter ($29.59)</td>
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<tr>
<td>23-Mar-15</td>
<td>124.70</td>
<td>Piano</td>
<td>124.70</td>
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<tr>
<td>23-Mar-15</td>
<td>62.54</td>
<td>2 Lockboxes for Mic Storage</td>
<td>62.54</td>
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<tr>
<td>23-Mar-15</td>
<td>2,174.30</td>
<td>Piano and Controllers ($200)</td>
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<td>23-Mar-15</td>
<td>40.92</td>
<td>Music Stands</td>
<td>40.92</td>
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</tr>
<tr>
<td>4-May-15</td>
<td>59.83</td>
<td>Video Games</td>
<td>59.83</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>4-Jul-15</td>
<td>566.09</td>
<td>Pool Table installation ($10), Chargers (29.92), Bluetooth Speeker ($29.49), Video Games</td>
<td>62.42</td>
<td></td>
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<tr>
<td>23-Apr-15</td>
<td>175.00</td>
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<td>175.00</td>
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<tr>
<td>29-Apr-15</td>
<td>48.28</td>
<td>??Extension Cords/Power Bars ($13.61+$31.48)</td>
<td>48.28</td>
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<td>22-Jan-16</td>
<td>19.83</td>
<td>Guitar repair</td>
<td>19.83</td>
<td></td>
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<tr>
<td>22-Feb-16</td>
<td>10.81</td>
<td>Dishrack</td>
<td>10.81</td>
<td></td>
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</tr>
<tr>
<td>22-Feb-16</td>
<td>84.00</td>
<td>Drum throne</td>
<td>84.00</td>
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<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2015 / 16</td>
<td>2000.00</td>
<td>114.64</td>
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</table>
MSA “On Call Survival Kits”

Because MSA <3 Clerks’ Mental Health
Say Whaaaaa??

- Care packages/survival kits for clerks
- To be provided to all members of the Year 3 and Year 4 medical school classes
- One per student per year
- E.g.
  - notebook
  - pens/pencils
  - sleeping eye mask
  - ear plugs
  - clipboard
Why??

- To show the clerks some love!
- Clerkship is a stressful time, especially when students are all so scattered around the city
- Remind students that they still belong to a bigger community within the MSA
How much will it cost though??

- 320 students
- Allocating about $10 per student per care package (based on bulk order deals)
- Total proposed budget: $3,200
What do you think?
PARTY LIKE A PRO

Eniola Salami - Orientation Week
Bailey Komishke - Social Committee
Introduction

- **Party Like a Pro** is an event aimed at fostering professional behavior at FoMD affiliated events.
- It was created in response to unprofessional behavior at social events.
- Since PLAP has become a tradition, there has been a marked decrease in incidences.
The problem

Up until Now, PLAP has not been an official committee and thus there is no institutional memory for this important event.

WHAT TO DO?
The solution

MAKE A COMMITTEE! (and make it legit to ensure continuity)

Representatives from O-Week, SOCOM, AMSCAR, MSA Sports Reps and the Professionalism Reps form a permanent committee to ensure the event is funded and run every year!
The Proposed Framework

Step 1: Planning
The representatives meet at the end of the school year to divvy up the work for the presentation and secure funding from the CPSA. Relevant staff members (i.e., LAW Office) are contacted to alert them about the presentation date.

Step 2: Execute the Event
Reps run the presentation and administer surveys on it. Ideally, a rep from each listed council position.

Step 3: Data Collection
The reps will split the data entry for the surveys and collate that information for future use.
### Revenue model

<table>
<thead>
<tr>
<th>Sponsorship</th>
<th>Emergency Fund*</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPSA funds the lunch time talk**</td>
<td>SOCOM, O-Week and AMSCAR each set aside emergency funds in case the CPSA sponsorship falls through</td>
</tr>
<tr>
<td>Expenses</td>
<td>Only for this year*</td>
</tr>
<tr>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>Survey printing</td>
<td></td>
</tr>
</tbody>
</table>

Ideally, an MSA sub-account would be created for PLAP from the MSA so that it can always be funded (and future events could happen without relying on the CPSA)
Thanks for Listening! Any Questions?