**MEETING #1 MINUTES**

Bora Laskin Faculty of Law, Law Students Society

September 30th, 2016

12- 1:20PM

**Attendees:**

Rebecca Langille- Rowe, President

Rebecca Nichols, VP Operations

Hayley Yorke, VP Academic

Amber Bonnell, VP Fundraising

Jessica Byles, VP Communications

Mackenzie Mcmullin, VP Finance

Allister McGillvery, VP

Michael Lucifora, 1L Representative

Claire, 1L Representative

Jessica Alves, 2L Representative

Michael Cousineau, 2L Representative

Leslie, 3L Representative

Katherine Remington, 3L Representative

Jonathan Williams, Director of Northern and Rural Affairs

Kailey Doxtator, Director of Indigenous Issues

Patricia Vo, LSS Secretary

1. **Introductions**

* Newly elected members introduce themselves.
* First meeting with full committee present

1. **General Announcements, Led by Rebecca LR**

* There are changes in funding coming from the Dean.
  + Most of the funding allocated to foster the mandate of social justice and access to justice.
* Addressing the official complaints process:
  + As of right now, the only complaint avenue is the “Dean’s Lunches,” as outlined in the recent e-mail. Students provided with a semi-formal forum with the Dean one-on-one
* Wants to promote everyone working in conjunction with Amber to come up with creative ways to find external funding rather than funding solely from the student body. This is not a venting session.
  + General feeling is that this solution is a bit disappointing.
  + Leslie: Last year Nick sat on a sub-committee to come up with a complaints process that would avoid students going directly to the Dean. This was to alleviate faculty’s desire for students to talk to faculty first before escalating up to the Dean. 🡪 What came of those discussions?
    - Becky: Nothing came out of that.
    - Leslie: Surprised that the faculty have agreed to this new complaints process then.
  + Question: Does Dean Eaglewoman even know about the past concerns of faculty and students?
* The representation of the student body is unsatisfactory. Over the summer the Dean said not to worry about formal representations of the student body. There were supposed to be committees, however, now those committees have been turned into workshops.
  + Furthermore, the Dean alone is in charge of curriculum.
  + Hayley and Becky are in contact with LUSU to talk about solutions.
* To do: Send out an e-mail announcing the new appointed positions.

1. **Rebecca Nichols, VP Operations**

* About funding for Halloween Social:
  + Proposed budget: $200 which is the same as last year’s. Money is needed to book the venue right now.
  + Last year they made a decent amount of money; good fundraising opportunity.
  + Technical question: Does Social Committee need to submit a form for these types of requests? 🡪 Last year no, but this year Kenzie would like a paper trail for everything.
    - Becca agrees to get it to Kenzie in writing.
  + How to propose a motion?
    - Leslie explains:
    - Motion bringer drafts it and sends to Secretary.
    - “Motion to...”
    - Someone seconds the motion.
    - “Any opposed? Any abstains?”
    - Secretaries can’t vote, apparently.
  + Motion to grant funding 🡪 Approved
  + Abstain: Rebecca N, Jessica A.

1. **Mackenzie McMullin, VP Finance**

* Ratification of organizations:
  + Reading on the Res: Motion Granted. Ratified.
    - Abstain: None
  + OUTlaws: Motion Granted. Ratified.
    - Abstain: Kailey
* Funding grants: Granted and then redacted for now:
  + Northern Law Compass: Requesting $400. All in favour. Granted.
    - Budget on Equipment and media
      * Abstain: None
  + Reading on the Res: $400. All in favour. Granted.
    - Abstain: None
    - Books, transportation, packing materials.
    - Mike C: Why cant they use their own vehicles? Allister: Uhaul worthy amount of books.
    - Bulk of money on transporting books.
  + OUTlaws: $200. All in favour. Granted.
    - Social events, speakers, movie nights.
    - Abstain: None
  + Women in Law: $400. All in favour. Granted.
    - Variety show, equipment rental, decorations, gifts for speakers.
    - Plan to fundraise and donate.
    - Abstain: Amber, Hayley, Becky, Jessica B, Rebecca, Jessica A, Kenzie, Katie
  + Soccer Club: $400.
    - League fees that were $630 + $100 for jerseys. They’ll get the rest themselves.
    - 2 teams, 20 people.
    - Problem: If this sports team is getting funding, what about the rest of the teams? Is this all they have to pay? It’s only $37 a person.
    - If our budget is tight, we really shouldn’t cover this. Perhaps pay for the jerseys if they represent the school. Think about making their funding contingent. The members might now even be law students.
    - John: For application to the rest of the sports teams? What’s the formula?
    - Amber: Maybe percentage based funding to be fair?
    - Byles, J: Better to do jerseys only.
    - Becky: Percentage based could have a reasonable cap.
    - Mike L: Maybe just wait to get all the apps before doing anything.
* Resolution: To do: Come up with a consistent policy for sports teams. For right now, tabling the issue until the sub-committee proposes the new policy.
* Let’s talk about club funding logistics:
  + Becca: How much money is allocated to funding and how many applications are there?
    - Kenzie: not sure yet 🡪 Waiting on LUSU. But not to worry, funds requested rarely get used 100%, also, we can cover all funding requests coming in right now.
  + Leslie: Is budget allocation split over both semesters?
    - Kenzie: Allocation is for both semesters at once, but there are funds to cover this. Again, need further communications with LUSU.
  + Lucifora, Mike: To promote funding sustainability maybe we should require clubs contribute a certain percentage of their own funding.
    - Leslie: Likes the idea of percentage based contributions.
    - John: We do have extra money coming in for access to justice. If we do put in a rule that requires club contribution, perhaps exempt clubs with social justice mandate?
    - Leslie and Lucifora: Give them more money, but still require a contribution. Student experience organizations are also important.
    - Becky: We don’t have to cut corners for access to justice clubs right now. But we need to think about other funding methods as well.
    - Becca: Has trimmed $3200 from last year’s spending. That gives us a cushion as well.
    - Leslie: What **about two separate streams of funding** you can apply to? One for social justice and one for student experience.
      * Becky: Definitely something to think about. We’re limited by time line of events. Perhaps implement revised and formal structure to ensure this doesn’t happen again next semester.
      * Problem: Do we apply this retroactively? Do we give some clubs funding now? Do we withdraw funding grants and implement the new policy across the board?
      * SOLUTION: Create a sub-committee to come up with a workable and fair policy regarding two separate funding streams.
      * Members: Kenzie, Leslie, Amber, Nichols, R, Lucifora, M (Is on the hockey team, but that’s ok)
        + Kenzie is the one leading it. Deadline: October 28th to approve new policy from subcommittee. Final Vote.
      * October 29th release new scheme to student body.
      * Then two weeks after the 28th, November 15th, approximate due date for club funding applications.
        + Send out emails notifications about policy changes and new deadlines for applications.
  + Amber: If we don’t know the exact amount given to us from LUSU, will clubs applying for funding later be adversely affected?
    - Becky: Should be ok, funding is coming from multiple sources and requests aren’t absurd.
    - Kenzie: Also we are making funds stretch so that the social justice mandate can be used for as many clubs as possible.
  + Lucifora, Mike: How is funds usage tracked?
    - Kenzie: Receipts submitted to her and then reimbursed via cheques, usually.
  + Kailey: If we don’t use all our funding, will we get less next year?
    - Leslie: Previously all funding was approved. Not sure about this year.
    - Becky: Dean Eaglewoman seems clear that any access to justice clubs are secure in funding just because The Dean has a special grant that she has to allocate somewhere.
  + Lucifora, M: Can we ask for the max funding and skim off the top of the club’s request?
    - Becky: We could redistribute funds that fall under the social access mandate because it’s all the same source. Can’t do what Mike is saying unless it’s being skimmed for social justice issues.
    - So kinda can do that.
    - Mike: But can we skim from sports teams and give to social justice clubs?
    - Amber: Hopefully this will be resolved once we implement two streams of funding: Student experience and social justice.
  + Alvez, J: Her Women In Law club is student experience but they do events that support access to justice.
    - Leslie: WIL is ok for funding because it has a specific funding source separate from everyone else. Other organizations can apply to both streams, then.
  + Kailey: Are clubs able to get reimbursed for fees that are from last year?
    - Kenzie: Yes, and VISA statements are acceptable receipts.

1. **Jessica Byles, VP Communications:**

* Email communications:
  + If groups want to send out mass emails, go through Jess who will edit and send out. She has discretion to stop spamming.
* Newsletter
  + Timeline: once or twice a month?
  + Becky: Suggestion, giant google calendar for all clubs is much more useful.
* LSS Website
  + Lots of problems with it:
  + Example: Profile pictures professionally done? Leslie: No
    - Need to do that again and set a date with everyone.
    - Perhaps take pictures after next meeting.
  + Updates to site: Archives listed as sub categories by school year. Preserving old LSS teams.
  + Requesting bio from all LSS members, deadline pending.
  + Motion to change website name Bora Laskin Faculty of Law instead of just Lakehead University
    - Motion granted, approved by all.
  + Calendar: Put it on website.
    - Becky: Do people use it? The website is for the public. What about fb or email?
    - Amber: Benefit of google calendar is that we can control who can modify it. Have two tiers, those who can edit and those who can view.
    - Jessica B: google calendar is not the best way to do it. We pay for the website, use it. Implement it across the board.
    - Becca: Look into way to avoid website fees.
  + If Kenzie has new forms, send them to Jessica so she can keep the website updated.
  + Also getting profiles and logos for organizations (don’t ever call them clubs)
    - All that info goes to Jessica.

1. **Amber Bonnell, VP Fundraising**

* **Law Ball fundraising proposal**
  + Need money.
    - Students are too poor to pay for this.
    - Work with VP external to talk to local businesses. Come up with a pitch. Want a specific goal. If we wanted specific funding for an event, people would be more open to funding it.
    - One idea: At law ball, do a raffle if that’s legal.
    - Get something like plane tickets etc. Raise big money.
  + Ultimately look to external sources. Email Amber with ideas for who to go to, what to do.
  + Think about forming a committee later in the semester.
    - Kailey interested in joining subcommittee.

1. **Wrap-up**