



**ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED
 2018-2019 AMS BOARD OF DIRECTORS OPEN SESSION MINUTES**

October 22nd 2018, at 5:30 PM
 AMS Boardroom, Queen's University, Kingston, Ontario

ITEM 1: CALL TO ORDER

The October 22nd, 2018 meeting of the AMS Board of Directors in open session was called to order at 5:37 pm.

ITEM 2: ROLL CALL OF MEMBERS

			Present	Excused	Electronically Present	Absent
Page, Mikela	Chair	Voting	X			
Nensi, Jordan	Student Director	Voting	X			
Tharp, Liam	Vice President (Operations)	Voting	X			
Kennedy, Patrick	Non-student Director	Voting	X			
Kruja, Julia	Student Director	Voting	X			
Martinez, Miguel	President	Voting	X			
Bourque, Leah	Vice Chair	Voting	X			
Watters, Munro	Vice President (University Affairs)	Voting	X			
Mair, Aniqah	Student Director	Voting	X			
Neretlis, John	Non-student Director	Voting	X			
Goldman, Evan	Student Director	Voting	X			
Parry, Lyn	General Manager	Non-Voting	X			

ITEM 3: APPROVAL OF AGENDA

BE IT RESOLVED THAT the agenda of the October 22nd, 2018 meeting of AMS Inc. is adopted, as presented.

Moved: M. Watters

Seconded: L. Tharp

All for.

Motion unanimously adopted at 5:38 pm.

ITEM 4: APPROVAL OF THE PAST MINUTES

BE IT RESOLVED THAT the minutes of the September 24th, 2018 meeting of the Board of Directors of AMS Inc. in open session are adopted, as presented.

Moved: M. Page

Seconded: J. Kruja

All for.

Motion unanimously adopted at 5:39 pm.

ITEM 5: REPORTS

ITEM 5.1: CHAIR OF THE BOARD

- Audit Committee met last week.

ITEM 5.2: PRESIDENT

- Past month has been filled with the Principal search – have narrowed it down to two candidates and going to Board of Trustees tomorrow.
- JDUC – have been meeting and doing consultations with the service managers and the architects. There was a bit of hesitation at first, but it seems to be going well.
- We will be able to go inside of Mitchell Hall soon, as it will be open for exams this winter.

ITEM 5.3: VICE-PRESIDENT (OPERATIONS)

- Will have a closed session update.
- The club audit materials have gone out and audits will be completed by November 9th. The VPOPs is the one who is overseeing the audits. The groups were selected, and they were recommended by the outgoing Secretary.

ITEM 5.4: VICE-PRESIDENT (UNIVERSITY AFFAIRS)

- Working on memorandums of understanding with almost all of the individual Faculty Societies and have met with almost all of them.
 - There is one outstanding and those will hopefully be finished by the end of November.
 - They are the only document besides the Constitution that details the relationship between the AMS and the Faculty Societies. They are typically signed in the summer, but this year we delayed the process to have meetings and look at revamping them.
 - In the future want them signed by the incoming and outgoing Executive.

ITEM 5.5: GENERAL MANAGER

ITEM 6: NEW BUSINESS

ITEM 6.1: Shift Leader Proposal

- They would only be using them to cover two hours of a standard shift. It is a very small impact to the budget line. They will be still scheduled for one static shift the week and then any other ad hoc shifts would have to be approved by the VPOPs.
- This is our preliminary effort at moving to a more tiered structure.
- They would be acting as a manager on duty during the shift. Typically, they would work during the Manager meetings, in the past we had the Service Directors to do this.
- This would increase the number of waged staff.
- There is a \$15 incremental cost for each hour that this person works.

BE IT RESOLVED that the Board of Directors approve the Shift Leader Proposal as per the recommendation of the Personnel Committee.

Moved: L. Tharp

Seconded: J. Kruja

All for.

Motion unanimously adopted at 6:10pm.

ITEM 6.2: AMS Secretary Personnel Proposal

- This position has a lot of responsibilities – on an average probably 15 hours a week and in election season a lot more.
- The five hours that was supposed to be for the Board within the 20 hours falls outside the currently scheduled time. 25 hours is a good increase, but 30 hours is too much.
 - Think the hours were lowballed when creating this position.
- Give more time to work on more than just minutes and agendas.
- Does this open a can of worms changing the hours for one employee?
 - A necessary and justified change and the first year of the amalgamation of the governance and corporate secretary positions.

BE IT RESOLVED That the AMS Board of Directors approve a 5 hour increase to the position of AMS Secretary from 20 hours per week to 25 hours per week.

Moved: M. Martinez

Seconded: M. Page

All in favour.

Motion unanimously adopted at 6:32pm.

ITEM 6.3: Annual Report

- Some formatting, but no substantial modifications.

BE IT RESOLVED THAT the AMS Board of Directors approve the 2017-2018 Annual Report.

Moved: L. Bourque

Seconded: M. Watters

All in favour.

Motion unanimously adopted at 6:36pm.

ITEM 6.4: Board Self-Review

- This is something we talked about at Governance in July. There are 24 points with a one through five rating scale.

ITEM 7:

Open session ended at 6:40 pm.

Moved: L. Tharp

Seconded: L. Bourque