Mathematics Society Council Minutes

February 25, 2015

The regular meeting of the Mathematics Society Council was called to order at 5:06 PM. The Speaker was in the chair, and the Secretary was present.

The following voting members were in attendance, on time:

- Tristan Potter (President; Speaker)
- Keegan Parker (VPO)
- Elan Alkhowaz (VPF)
- Isabel Ji (AS; Secretary)
- Jazbel Wang (CS; Feds Councillor)
- Sean Harrap (CS)
- Alice (Yihan) Zhou (First-Year)
- Deanna Darby Barton (First-Year)
- Matthew Silver (First-Year)
- Anna Chen (Math/Business)
- Shale Craig (SE 15)
- Qici (Catherine) Tan (Stats)

The following voting members were in attendance, late:

- Siddharth Asokan (AS)

The following voting members were not in attendance, with regrets:

- Elana Hashman (VPE)
- Shuo (Claire) Jin (Math/Business)
- Farwa Naqi (SE 17)
- Andrew McBurney (SE 19)

The following voting members were not in attendance:

- David Cho (First-Year)
- Tian Zou (First-Year)
- Azoacha Forcheh (Math/Business)
- Jia Yi Cheng (Math/Business)

The following non-voting members were in attendance:

- Lily Horne (Office Manager; Novelties Director)
- Fatema Boxwala (WiCS)
- Ziyue Zhang (WiM)
- Yuan Heng (WiM)
- Zhangzhou Yu (WiM)
- Christopher Lee (FARMSA VP Finance)
- Tyler Wang (DDC VP WLU)
- Karchie Trinh (Clubs Director)

The minutes of the Council meeting on February 12, 2015 and of the MathSoc budget meeting on January 28, 2015 were approved after amendment.
Keegan sponsored Lily’s motion to increase the Novelties budget from $2000 to $2347.06, and to insert a revenues line for “Faculty Order” of t-shirts totalling $750, with second by Isabel. The motion was adopted; Appendix B shows the budget as approved.

Isabel moved to approve the WiM budget, with Elan seconding.

Elan moved to amend the amount allocated for the “Self-Defense Workshop” item from $400 to $10 per participant, up to a maximum of $200, with Sean seconding. The amendment was adopted 6-5. Shale moved to strike the $60 line item “Posters” from the budget, with Elan seconding. The amendment was adopted. Sean moved to task the WiM Undergraduate Committee to replace existing physical and online marketing materials to clearly state that the events are open to undergraduate math students of all genders by 12 PM on February 26, 2015, with Elan seconding. The amendment was adopted. The motion to approve the WiM budget was adopted; Appendix A shows the budget as approved.

Elan moved to approve the budget for the Math Business Formal co-hosted by FARMSA, DDC, ActSci Club, and WiM, with second by Catherine. The motion was adopted; Appendix C shows the budget as approved.

Shale moved a motion which would add an explicit requirement to send out the agenda prior to a Council meeting. The motion read as follows:

Whereas Bylaw V.5: Notice currently states

V.5 Notice

Notice must be provided at least 48 hours in advance of any meeting to every voting member of Council unless that member explicitly waives their right to notice before the start of the meeting. Where notice is required of a motion, notice of that motion must be provided at least seven days in advance of the meeting at which the motion is to be considered to every voting member of Council unless that member explicitly waives their right to notice before the start of the meeting at which the motion is moved. A full description of the intended motion, such as the text of a proposed amendment or agreement, must be provided, but the motion may be amended before or after it is moved as long as the changes remain within the scope of the motion for which notice was given.

Council may designate a mailing list or similar forum to be the official notice forum of Council; if this is done, then any notice sent to that forum is considered to have been sent to every voting member of Council regardless of whether or not it was received by that member.

BIRT the bylaw be amended to read

V.5 Notice & Agenda

Notice must be provided at least 48 hours in advance of any meeting to every voting member of Council unless that member explicitly waives their right to notice before the
start of the meeting. The complete agenda, including the full text of any motions for which notice is required, shall be made available publicly no less than 48 hours in advance of any meeting. Where notice is required of a motion, notice of that motion must be provided at least seven days in advance of the meeting at which the motion is to be considered to every voting member of Council unless that member explicitly waives their right to notice before the start of the meeting at which the motion is moved. A full description of the intended motion, such as the text of a proposed amendment or agreement, must be provided, but the motion may be amended before or after it is moved as long as the changes remain within the scope of the motion for which notice was given. Council may designate a mailing list or similar forum to be the official notice forum of Council; if this is done, then any notice sent to that forum is considered to have been sent to every voting member of Council regardless of whether or not it was received by that member.

A difference of the two texts can be viewed at this link. The motion was seconded by Isabel, and was rescinded after discussion.

Shale moved a motion to enable Council to increase the MathSoc fee in line with the Consumer Price Index once per fall term. The motion read as follows:

Whereas Bylaw IV.1: Membership Fee currently states

IV.1 Membership Fee

The Society shall levy a membership fee to either be collected by the University as a portion of student fees, or paid directly to the Society. Some members are exempt from having to pay the membership fee, as defined elsewhere in this document. The fee can only be modified or removed by a referendum held in accordance with these bylaws.

If a student has arranged fee payment to the satisfaction of the University and the arranged fees include the fee for a given term, then that student is considered to have paid the fee for that term, regardless of whether or not the Society has received the funds.

Members of the Society have the right to request a fee refund within any procedures set out by a decision of the Society. If they are not exempt from paying the membership fee, then upon submitting a refund request, their rights as members cease, but they are entitled to receive the refund only if they have not in the interim used any services of the Society.

BIRT the bylaw be amended to read

IV.1 Membership Fee

The Society shall levy a membership fee to either be collected by the University as a portion of student fees, or paid directly to the Society. Some members are exempt from having to pay the membership fee, as defined elsewhere in this document.
The amount of the MathSoc Fee may be adjusted only through one of the following two mechanisms:

1. Once per Fall term, by a resolution of Council, specifying an adjustment of a percentage equal to or less than the increase in the Consumer Price Index for Canada in the previous calendar year according to Statistics Canada. This increase is subject to ratification at the next General Meeting; or
2. Modified or removed by a referendum held in accordance with these bylaws.

If a student has arranged fee payment to the satisfaction of the University and the arranged fees include the fee for a given term, then that student is considered to have paid the fee for that term, regardless of whether or not the Society has received the funds.

Members of the Society have the right to request a fee refund within any procedures set out by a decision of the Society. If they are not exempt from paying the membership fee, then upon submitting a refund request, their rights as members cease, but they are entitled to receive the refund only if they have not in the interim used any services of the Society.

A difference of the two texts can be viewed at this link. The motion was seconded by Elan, and was adopted after debate. This resolution will require ratification by a General Meeting.

Elan presented a report as Vice-President, Finance concerning a 2012 Orientation Week invoice of $7500 recently provided to him by Sean Duncan, Feds Societies Accountant. The invoice is attached in Appendix D. Council agreed that MathSoc should fulfill its financial obligation to Feds.

Shale moved to task the Vice-President, Finance to investigate the amounts invoiced by Feds to MathSoc for the 2012 Orientation Week, and provide a written and oral report at the March 10, 2015 Council meeting, after having completed the following:

- Contact Sean Duncan, Feds Societies Accountant, regarding the origins of the invoice;
- Contact the 2012 MathFOC for details about the invoiced amounts;
- Contact Karl Kliewer of Feds Accounts Receivable to discuss possible payment plans and Council’s concerns about accrued interest; and
- Obtain more detailed breakdowns of costs, including event receipts and other invoices.

The motion was seconded by Keegan, and adopted unanimously.

The meeting was adjourned at 6:47 PM.
<table>
<thead>
<tr>
<th>Item Line</th>
<th>Budget</th>
<th>Notes/Details - Explain how you came up with the value or what the amount is for</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MC post board</td>
<td>$150</td>
<td>WiM board backdrop; to be used for multiple terms</td>
</tr>
<tr>
<td>Total Marketing Expenses</td>
<td>$150</td>
<td></td>
</tr>
<tr>
<td>Event Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Women in Industry Networking Event</td>
<td>(Expected Attendance: 50)</td>
<td></td>
</tr>
<tr>
<td>Gift card</td>
<td>$100.00</td>
<td>$20x5, this is already a very low amount</td>
</tr>
<tr>
<td>Food catering for 50</td>
<td>$250.00</td>
<td>$5 per person, Math C&amp;D catering sandwich tray</td>
</tr>
<tr>
<td>Self-Defense Workshop</td>
<td>(Expected Attendance: 20)</td>
<td>quoted price of $10/per person from on-campus self defense director. posters+online must be modified to say “open to all genders” by Thur Feb 26 at noon.</td>
</tr>
<tr>
<td>Covering cost for participants</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>Total Academic Expenses</td>
<td>$550</td>
<td></td>
</tr>
<tr>
<td>Total Expenses</td>
<td>$700</td>
<td></td>
</tr>
</tbody>
</table>

Notes
A club’s budget must outline areas of income and spending.
Each social event must appear as a separate line item.
Clubs are permitted to spend $80 per term for recruitment and elections.
Clubs must spend 70% of their (Mathsoc) membership fee revenue before able to be reimbursed by Mathsoc.
Clubs social spending reimbursement should be no more than their academic event expenses.
### Appendix B - W15 Novelties Restocking Cost Breakdown (approved 2015-02-25)

<table>
<thead>
<tr>
<th>Colour/Ink</th>
<th>T-Shirt Design</th>
<th>Shirt Sizing Allocation</th>
<th>Shirt Amount</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>MathSoc Restock</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White/Black</td>
<td>Can’t Touch This</td>
<td>10 L, 3 XL</td>
<td>13</td>
<td>93.47</td>
</tr>
<tr>
<td>Black/White</td>
<td>Can’t Touch This</td>
<td>15 L, 4 XL</td>
<td>19</td>
<td>155.61</td>
</tr>
<tr>
<td>Black/White</td>
<td>I Ate Some Pi</td>
<td>10 M, 10 L, 5 XL</td>
<td>25</td>
<td>213.25</td>
</tr>
<tr>
<td>Sapphire/White</td>
<td>I Ate Some Pi</td>
<td>10 M, 10 L, 5 XL</td>
<td>25</td>
<td>213.25</td>
</tr>
<tr>
<td>Black/White&amp;Red</td>
<td>I Heart Math</td>
<td>25 L, 5 XL</td>
<td>30</td>
<td>303.6</td>
</tr>
<tr>
<td>Black/Pink</td>
<td>Math Cheat Shirt</td>
<td>12 M, 13 L, 3XL</td>
<td>28</td>
<td>210.56</td>
</tr>
<tr>
<td>Navy/White</td>
<td>Math Cheat Shirt</td>
<td>12 M, 13 L, 5XL</td>
<td>30</td>
<td>225.6</td>
</tr>
<tr>
<td>Black/Pink</td>
<td>Pi by Numbers</td>
<td>12 L, 2 XL</td>
<td>14</td>
<td>114.66</td>
</tr>
<tr>
<td>Navy/White</td>
<td>Pi by Numbers</td>
<td>13 L, 3 XL</td>
<td>16</td>
<td>131.04</td>
</tr>
</tbody>
</table>

**Ink Charges:** 30.74

**Subtotal:** 1691.78

**Total (+HST):** 1911.71

### Faculty Order

<table>
<thead>
<tr>
<th>Colour/Ink</th>
<th>T-Shirt Design</th>
<th>Shirt Sizing Allocation</th>
<th>Shirt Amount</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black/Pink</td>
<td>Math Cheat Shirt</td>
<td>2 S, 5 M, 15 L, 2 XL</td>
<td>24</td>
<td>180.48</td>
</tr>
<tr>
<td>Navy/White</td>
<td>Math Cheat Shirt</td>
<td>3 S, 5 M, 15 L, 3 XL</td>
<td>26</td>
<td>195.52</td>
</tr>
</tbody>
</table>

**Ink Charge:** 9.26

**Subtotal:** 385.26

**Total (+HST):** 435.34

**FULL COST OF RESTOCKING**

**Subtotal:** 2077.04

**Total (+HST):** 2347.06
<table>
<thead>
<tr>
<th>Expenses</th>
<th>Social Caps</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feds Hall</td>
<td>DDC</td>
<td>$ 400.00</td>
</tr>
<tr>
<td>Classic Buffet</td>
<td>$ 2,525.00</td>
<td></td>
</tr>
<tr>
<td>10% Gratuity</td>
<td>$ 252.50</td>
<td>$ 660.00</td>
</tr>
<tr>
<td>Room Rental</td>
<td>$ 250.00</td>
<td>$</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$ 3,027.50</td>
<td>$ 1,250.00</td>
</tr>
<tr>
<td>Photographer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Event Hours</td>
<td>$ 120.00</td>
<td></td>
</tr>
<tr>
<td>Editing Hours</td>
<td>$ 100.00</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>$ 30.00</td>
<td></td>
</tr>
<tr>
<td>Discount: 20%</td>
<td>$ 50.00</td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td>$ 200.00</td>
<td></td>
</tr>
<tr>
<td>DJ (from DJ Club)</td>
<td>$ 150.00</td>
<td></td>
</tr>
<tr>
<td>Prizes for Raffle</td>
<td>$ 150.00</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$ 3,527.50</td>
<td></td>
</tr>
<tr>
<td>Net Expenses</td>
<td>$ 1,527.50</td>
<td></td>
</tr>
<tr>
<td>Over Social Cap</td>
<td>$ 277.50</td>
<td></td>
</tr>
</tbody>
</table>

**Timeline**
- Revenue: Start March 2nd
- Social Caps: March 4-16th
- Expenses: March 9th
- Event: March 21st
## Federation of Students Orientation Fund Account

**FEDERATION OF STUDENTS**

University of Waterloo

200 University Avenue West

SLO Room 1102

Waterloo, ON N2K 2C1

Canada

Tel: 519-888-4042 Fax: 519-725-0992

**GST# 108081977**

---

### Invoice Details

<table>
<thead>
<tr>
<th>Reference - P.O. #</th>
<th>Customer No.</th>
<th>Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>MATH02</td>
<td>Net 30</td>
</tr>
</tbody>
</table>

### Description/Comments | Amount
--- | ---
ORIENTATION 2012 BREAKFAST | 4,500.00
ORIENTATION 2012 LEADER T-SHIRTS | 3,000.00

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Remit To: Federation of Students U of W
University of Waterloo
Student Life Centre, Room 1102
Waterloo, ON N2L 3G1

Attn: Karl Kliever x33788

Overdue accounts will be subject to an interest change of 2% per month.

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| Subtotal before taxes | 7,500.00
|-----------------------|---
| Total taxes | 0.00
| Total amount | 7,500.00
| Payment received | 0.00
| Discount taken | 0.00
| Amount due | 7,500.00
Mathematics Society Council Minutes

Brook Jensen, Secretary
May 24th, 2012

The regular meeting of the Mathematics Society Council was called to order at 5:30 pm on May 24th in MC 4020. The Speaker was in the chair and the Secretary was present.

The following voting members were in attendance, on time:

<table>
<thead>
<tr>
<th>Owen Smith</th>
<th>Brook Jensen</th>
<th>Dino Baron</th>
<th>Matthew Cheung</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catherine Sun</td>
<td>Xujin Ma</td>
<td>Elizabeth McFaul</td>
<td>Sean Hunt</td>
</tr>
<tr>
<td>Yuuye Wu</td>
<td>Anna Merkoulovitch</td>
<td>Isabel Ji</td>
<td>Stephane Hamade</td>
</tr>
</tbody>
</table>

The following voting members were in attendance, but late:
- Tappy He

The following non-voting members were in attendance:

<table>
<thead>
<tr>
<th>Elias Puurunen</th>
<th>Anthony Brennan</th>
<th>John Laden</th>
<th>Linlin</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tudor</td>
<td>Martin Oschwat</td>
<td>Christina</td>
<td>Linda</td>
</tr>
<tr>
<td>Cindy</td>
<td>Jessica</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

There was a motion to approve the budget. During debate, Elizabeth moved to divide the question by page. The motion carried.

The CSC budget was adopted after debate.
The Exec budget was adopted after debate.
The ActSci budget was adopted after debate.
The TSA budget was adopted after debate.
The CMC budget was adopted after debate.
The DDC budget was adopted after amendment and debate.
The Pure Math Club budget was adopted after amendment and debate.
The BIC budget was adopted after debate.
Sean moved to postpone the MGC Non Fixed budget to next meeting. After debate the motion carried.
The WiM budget was adopted after debate.
The Contest and Seminars budget was adopted after amendment and debate.
The Director budget was adopted after amendment and debate.
The Event budget was adopted after amendment and debate.
The Charity Ball budget was adopted after amendment and debate.
The Wonderland budget was adopted after amendment and debate.
The Office budget was adopted after debate.
The Novelties budget was adopted after debate.
After amendment, the approval of the FARMSA budget was postponed to next council meeting.
The MGC Fixed budget was adopted after debate.

Sean moved to approve the CnD Renovation, CnD Furniture, and Speaker carry-forward items, which was adopted after debate and added to the budget under “Other.”

Anna motioned to reconsider the Exec budget, and add $150 for Council Meeting expenses. The motion was adopted 5-2 by roll-call:

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
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<td>Isabel Jiayi Ji</td>
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Sean Hunt moved to approve funds for Math Orientation. After amendment and debate, it was adopted that $7500 be budgeted for Math Orientation.

Brook Jensen moved to approve funds for CUMC. After amendment and debate, it was adopted that council approve $6500 to CUMC to offset student costs with the stipulation that every student receive equal funding, and no student pay less than $40 for registration.

The FARMSA budget was then adopted after amendment and debate.

The minutes from April 3rd and May 7th were read and corrected, then approved by council.

Sean moved to amend Policy 28 Section 1 by inserting the word “Winter” right before the word “term” so that Policy 28 Section 1 now reads “[...] is created each Winter term to fulfill the following duties: [...]” which was adopted after debate.

Sean moved to postpone the appointment of the IOY committee to the next council meeting and direct the VPA to advertise openings in the committee. The motion was adopted after debate.
The Contest and Seminars budget was adopted after amendment and debate.
The Director budget was adopted after amendment and debate.
The Event budget was adopted after amendment and debate.
The Charity Ball budget was adopted after amendment and debate.
The Wonderland budget was adopted after amendment and debate.
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Sean moved to postpone the appointment of the IOY committee to the next council meeting and direct the VPA to advertise openings in the committee. The motion was adopted after debate.
Sean moved to fix the time to which to adjourn to June 4th at 5:30PM. This motion was adopted without debate.

Brook motioned to appoint someone to the position of IFR. During speeches, Sean Hunt raised a point of order that Brook Jensen should direct speeches to the speaker, and not the assembly. The point of order was taken well. After debate, Brook was appointed the IFR.

Sean Hunt moved to make the Proposed Access Copyright License to be made a special order for the meeting on June 4th. The motion was adopted after debate.

The meeting adjourned at 8:36PM.