

Date: June 25, 2023

Agenda: First General Council Meeting

Topics:

1. Introductions + Logistics

- Slack
 - A reminder for all members to complete the self introduction thread before August
- Communication Expectations
 - Less stringent for summer
 - All members are expected to regularly read and respond to messages in Slack come September
 - Members should familiarise themselves with the Slack channels before September
- When2Meet
 - Please add ALL times possible when filling out the When2Meet forms sent
- Absences from meetings
 - Reply to the meeting confirmation threads sent by the President to excuse your absence
 - Quick updates on Slack should be given - add in what you have been doing and future tasks to be completed
- 1-1 Meetings
 - Members can utilise private message or channels to plan 1-1 meetings with other members
 - Small/intermediate updates can also be given by reporting into a private message channel with members

2. FUS Constitution and Binder Review

- FUS Google Drive
 - General council has been given access to the FUS 2023-2024 General Council Resources folder (also pinned on Slack channel). It contains the below contents:
 - Find the FUS meeting minutes (exec / general) & onboarding recording with demonstration on how to use Slack
 - Position portfolio, constitution, FUS Binder, Coconut binder (feel free to read ahead to understand how it works)
 - FUS 2023-24 Ideas Bank document is a brainstorm space for members to use
 - FUS 2022-2023 year review pdf
- FUS Constitution
 - Significant updates (pending) have been made in 2022
 - Includes rights and responsibilities for members and the student body
 - Bylaws and definitions are found here
 - Some old positions still have descriptions but are not currently active
 - These have been left to allow for future flexibility of roles
- FUS Binder
 - President has been adding edit suggestions
 - You can find the definition of the FUS Council, vision/values, etc.
 - The team structure (for subteams) is found in the binder
 - Election processes, media team information, and general guidelines (e.g. submitting for reimbursement) can be found here
 - All members should check with the current team for the most up to date information!
- Resignation and Removal Process
 - The Sustainability Rep (Sofya) has resigned from the position for the 2023-24 school

year

- This position will be opened in the by-election
- If members feel overwhelmed by tasks they are welcome to approach Sophy/other execs to help alleviate workload
- The resignation process involves officially informing the President who will then inform the rest of the council
- The member removal process (exec+general) can be found in the FUS Binder
 - Can be triggered based on certain circumstances

3. Forestry Week Planning (led by VP Student Life)

- Forestry Week Planning
 - This is a week-long set of activities to open up the school year
 - The capstone activity is a Friday night party called Undercut
 - Still in the early stages of brainstorming which activities to run - members can begin planning their ideas
 - Members are encouraged to ask their friends what events they want to see
 - Tote bag painting was very popular
 - Possibly book Koerner Pub to take over their trivia night
 - Undercut is definitely happening - usually held at Castaway - possibly host it at the farm instead - save the budget for the welcome back in January
 - Further conversations to occur in the Forestry Week Slack channel re undercut

4. Announcements

- Summer Social Engagement
 - “Summer story exhibition” - July to August 2023
 - Members have been signing up for certain weeks to do story takeovers
- FUS Lounge (Room 1618)
 - Will be open in the summer *9 am - 4 pm starting on Monday, June 26th*
 - Student Services and FUS members will be keeping that open
- Lockers
 - Usually by rent - they will be free for the summer only
 - An announcement will go out on June 26th

5. Subteam discussion results - discussion

- Admin
 - Documents to be organised - Position Portfolios, Binder

- Imagine Day planning + word of mouth promotion of open FUS positions
- Student Life/Academic
 - General academic event to be planned (upper year networking, potential collaboration with other undergrad societies)
- External
 - Confirmed members for CIF AGM Quiz Bowl (June, Coley, Sophy, possibly Laura)
 - RSVP should occur before July 12, costs to be covered by CIF
 - VP External to send a message into the fus-ideas-sharing channel for event partner organization recommendations

Post meeting to do items / Future Planning:

- All members absent please read over the meeting minutes
- All members please follow up with any pinned messages in Slack
- All members prepare to fill out a when2meet properly & promptly, expect a 90 min-long July General Meeting & prepare to share workstyle & event planning updates
- Sophy will meet with Gabriel & Laura 1-on-1
- Coley prepares to promote within FUS team & confirm CIF AGM team namelist
- VP Admin - prepare to do Admin request form demo
- VP Media - prepare to do Social media request form demo
- VP Finance - prepare to do budget/reimbursement request form demo
- VP Student Life - prepare to finalize Forestry Week events & PICs
- VP External - prepare to share an initial list of organizations for outreach

Attendance: 9

Member	Position
Sophy	President
Natalie	VP Admin
Damian	VP External
Raunaq	VP Student Life
Jingwei	Interim VP Media / Webmaster
Amari	UFOR Rep
Ronan	BEST Rep
Solene	EDI Rep
Coley	CIF Liaison

Missing: Si Ming, Madeleine, Ke'ea, Nicola, Liam, Rhea, Saumya, Laura, June, Tony