

MEETING MINUTES

EXECUTIVE MEETING



SOCIETY OF LAW STUDENTS
THOMPSON RIVERS UNIVERSITY

DATE:

January 23, 2024

TIME:

1:00pm

LOCATION:

McDiarmid Seminar Room

IN ATTENDANCE

Marina, Brooke, Minhoo, Lucas, Harveer,
Jay, McKenzie, Julia, Tamara, Delaney, Mia,
Conrad, Loveleen

APPROVAL OF MINUTES

Yes

(1) CO-PRESIDENT REPORT (MARINA/BROOKE)

Loveleen, McKenzie and Delaney will talk about their roles later.

Jay and Harveer - Brooke sent you guys a slack message in November about updating the 1L folder in the SLS drive. If you guys could have that completed by next week pretty please.

- o So if there are questions, Manprit and Jack are still around and you can ask them
- o Brooke also helped in 2L with orientation so she knows a lot as well
- o Some of the information was gone so we just want to have everything in the folder
- o 1L reps just work off of 2021 folder because last year they didn't save a lot of the contact info.

Upcoming Election

- o We hope you guys run again! The New board elections on the horizon, we will announce the new board and make the transition in the week immediately following Law Ball
- o New role description document will be sent out if you want to add/change anything regarding your role.
- o Please let us know if your role description has changed since assuming the role.
- o **Everyone on the board has to prepare a thorough exit letter**
 - o Add things, remove things, has to be detailed enough!! Timelines, contact information, if you're okay with people contacting you.

- Everyone will have to prepare an exit letter to give to the next board member in your position, if you guys want to get started on those. We will provide a deadline for when they are due in the next few weeks.
 - Please ensure these letters are a detailed explanation of role – include timelines (e.g. when the role is busiest), contact information, recommendations for next year, what you would have done differently, what worked well, etc. These letters must be detailed enough that the transition is smooth and the new person in your role knows exactly what to expect.
 - We also ask that any documents you have saved or accumulated throughout your role be saved to the SLS Google Drive. You should have all access to your role's folder, but if you don't, please reach out to Marina or I.
- The Elections Committee will be all 3Ls currently serving on the SLS.
 - Marina, Brooke, Mia, Conrad, Julia.
 - No one else can see the elections results only the committee because they are not capable of running again etc.
- Timeline
 - Call for Nominations for Board positions: **Feb 5 - 12**
 - Voting Opens: **Feb 26 - March 5**
 - **AGM: March 14th @ 1pm** [location TBA – either mega room or SLS lounge]
 - Attendance is mandatory, we must meet quorum
 - There will be pizza ☺ please let us know if there are any dietary restrictions

Spread the word about elections!!

- It would be very hard to not have a president who is already on the board!!
- Everyone needs to leave a good report! And marina and brooke will leave a good one to make sure the president is set up well for next year.
- **Encourage people to run or else a by election will have to be in place**

Other updates:

- New word for potential other funding up to 60k we heard about from prof Malone
- Make sure the new board applies for this!! We likely can't now but the next board really should
- We have been amending the bylaws
 - 2 1L reps and 2 presidents change and some other minor things
 - Don't need prior experience to run, but is definitely encouraged
- 3L's: Brooke Julia and Marina talking about graduation – SLS and dean has funding, so we are trying to mirror some other law schools with their grad banquet to start a new tradition for after convocation.
 - Something like a banquet or dinner etc.
 - All of the schools so far that we have heard from – most of them do banquet dinner in march, and their law ball is in January. But for TRU most of us aren't from here, so friends and family are invited to the “banquet” after convocation.
 - So for us, instead of this many events, we can do an appetizer cocktail party after convocation to make it a bigger event than just walking across the stage.
 - It would make it encourage people to come to convocation and thank everyone and chat etc.

- Part of our proposal is that there are so many dinners/events etc in general but there is nothing for grad... so we want something more than just
- Maybe we can do it at the CAC after the TCC – just a cash bar, music, snacks, nothing crazy but something.
- Emergency funding – we were made aware of this by faculty
 - This is a helping hands fund
 - Find it on the TRU law scholarship page – law portal
 - TRUSU gives the faculty of law an allocated budget, this year it was 48k, and whatever isn't used is sent back and then the following year is less money because we haven't demonstrated need for it, so we want to encourage people to apply to this!!
 - This is also available if there's a “good opportunity” for the student to do something – just apply!
 - You have to be fully transparent by sending your accounts etc. to the faculty, but upon their assessment of your accounts they determine how much you are eligible for

REPORTS FROM INTERNAL DIRECTORS

(2) VP FUNDRAISING (MINHOO)

Trying to get funding or goods from firms for law ball – lots of rejection letters lately.

Has a call with EY tomorrow so we will see what they can do.

Will work on that other 60k funding previously mentioned brought up by prof Malone.

(3) VP ACADEMIC (LUCAS)

There is nothing to do – gave locks away and that's it.

Mia: Caleb asked for a lock, are there any left?

- Yes a few, tell him to reach out.

REPORTS FROM CLASS REPRESENTATIVES

(4) 1L REPRESENTATIVES (HARVEER/JAY)

Red status on the water filter is scaring people

And we want paper towel holders for 2 years now.

You guys can totally reach out to TRU maintenance – not tru law, it's the school.

Brooke: read your exit letter! Look through all the folders, we can have a meeting, to make sure you are all set up to start this summer.

orientation is a lot of work and you need to hit time lines so we want you to be set up well.

- Completely save everything going forward onto the drive!!

(5) 2L REPRESENTATIVE (MCKENZIE)

Mock ups are done thanks to marina and they will be uploaded onto the website store by Mia to be ready for selling.

Waiting for the graphic designer to approve which is the last step and then we are ready to launch online. Graphic designer might re-do the logos which would be very annoying but hopefully not.

The communication with the library has been so awful again, it is completely out of our control how slow this process has been as we have been sending several emails to Kerri asking for updates and we constantly get delayed replies.

We will be having a meeting with the Dean and Library before the new board comes on to ask why this needs to be such a hassle every single year, setting us back each year.

(6) 3L REPRESENTATIVE (JULIA)

Submitted the formal proposal for funding for graduation as discussed above with Brooke and Marina.

Last year Matt organized a scavenger hunt – but that wasn't a huge hit and was at the very end of the semester. So we probably won't do that again.

Cara ordered more TRU Law swag – so maybe we can do another giveaway

- Jay: why does it take so long for tru law merch?
- Marina: we have to go through the library which makes it so difficult every year – it has to go through like every single level when we say TRU/Law, even pre-approved logos get denied.
- We have even tried to do a storefront with existing merch – but that was denied.
- Marina and Brooke want to set up a meeting with the library and Dean to see what is going on and why we have to do this every single year

OTHER REPORTS

(7) CHAIR OF STUDENT LIFE (TAMARA)

Nothing to report.

(8) CHAIR OF EVENTS (DELANEY)

Bowling is coming up!

- DO NOT BRING ALCOHOL TO THE BOWLING – people will get kicked out
- No ins and outs !!
- We will make sure he has enough drinks at his bar
- No spectators!
- Pizza to accommodate for people as well

- Prizes as well – best costume – there will be a QR code to vote.

Law ball

- Security will be hired so we don't have to be at the front
- Faculty is helping us now a lot!! Which is super helpful
- Security is 280+GST for 4hours for 2 people
- Ticket prices can be a lot cheaper!! Even though we will be in the negative
- Approximate numbers – 300 tickets sold – 35\$ for member, and 55\$ for non-sls so that would be very nice. – phrase it in a way to say thank you to the Dean for funding
- Dean used to not help out with law ball, but now we got a lot
- We need to make sure we get the money from them ASAP because we won't be able to afford orientation otherwise because the ticket prices are going to be cheaper
- Total budget for law ball is 36k
- Everyone needs to help clean up!!! Set up and clean up

(9) ILSA (TARA-LYNN)

Nothing to report.

(10) COMMUNICATIONS/SECRETARY (MIA)

I cleaned up the lounge by the ping pong table... should we try to empty out the space even more and be able to make use of the foosball table?

Let's buy a bunch of ping pong balls and keep them in the office to re stock when they are broken/lost, like right now.

Should I contact cara for disposal of those old sponsor posters and goal net? Yes – on it

What days can I launch merch and law ball tix?

Merch TBD pending approval and Feb 6th for law ball, closes on 20th

(11) TREASURER (CONRAD)

Accounts:

\$10,605.30

\$38,124.59

(12) SLS CONFERENCE CHAIR (LOVELEEN)

- Conference posters done and ready to distribute.
- Sent them to Cara, will send them to us to post as well
- List of speakers confirmed
- Funding has been applied for – committee was put together to help. Funding is so hard.
 - SLS hasn't paid for the conference... do we need to help?
 - Went through TRUSU for a grant, and a faculty one – we could definitely try for the educational grant for 5k
 - Dean is taking care of the food
 - We really only need the décor etc.
 - Last year they probably spent around 300 on decor
 - Roper greyell is a sponsor for 500 so maybe some of that can be used for it?
- Brooke: we have no information about the conference, only a folder shared by Jaya from last year – we have never had to do anything for it so we are confused why it is so separate
 - Please just sync it with our main drive so that we can actually see it and work together for it
- SLS website – update the logo with the new information and sponsor.
- Let's try and spread the info!!! Get the 1L's more involved, incentivize people to come more and make the conference a big deal again.
- Min: maybe if we can get this 60k grand then we can send it toward conference etc.

Let us know if you need help with conference stuff!!

OTHER BUSINESS

MEETING CALLED TO AN END:

2:13pm