



## LFS|US Executive Meeting

Monday, July 7<sup>th</sup> // 6:30 // Teams

### MEETING CALLED TO ORDER AT 6:33 PM

- LFS|US would like to acknowledge that we are meeting today on the traditional, ancestral, and unceded territory of the Musqueam people.
- Agenda adopted by Elianna seconded by Shirlie

### ATTENDEES

#### EXECUTIVE COUNCILLORS

<b>Adrienne Chow</b> President (she/her/hers)	P	<b>Marie Relucio</b> VP Academic (she/her/hers)	P	<b>Elianna Manzi</b> VP Administration (she/her/hers)	P	<b>Jasper Yuen</b> VP Communications (interim) (he/him/his)	P	<b>Shirlie Gao</b> VP External (interim) (she/her/hers)	P
<b>Amy Matsui</b> VP Engagement (interim) (she/her/hers)	P	<b>Wyat Leung</b> VP Finance (interim) (he/him/his)	P	<b>Kira Corona</b> VP Internal (she/her/they/them)	P	<b>Vanessa Arianto</b> VP Student Life (she/her/hers)	P	<b>Sarah Pham</b> Senior Advisor (she/her/hers)	E
<b>Mohammad Ali</b> Senior Advisor (he/him/his)	E	<b>Giuseppe Arcaro</b> AMS Representative (he/him/his)	P	<b>Judy Xu</b> Student Senator (she/her/hers)	E	<b>Vanessa Woo</b> Interim FNH rep (she/her/hers)	E	<b>Maya Casey-Yang</b> Interim GRS rep (she/her/hers)	E

### AGENDA

#### ICEBREAKER by Amy

If you were an article of clothing, what would you be?

#### SKYTRAIN ADVOCACY PLAN

- “AMS has released a petition calling on The Government of British Columbia to release the business case for a UBC Skytrain extension as well as for all levels of government to allocate funding for the project... hoping to get 10,000 signatures by September and we want to get as much engagement from the UBC community as possible... making a post to spread the petition, or sharing it with your membership in mailing lists. We also welcome you and your exec team to sign the petition yourselves”*
- Exec approves, we will repost and make our own post--> Adrienne submitting comms request form

#### HIRING UPDATE

- Onboarding
- Teams access – if they have not been added please contact Elianna
- Email access
  - Comms to gain access to emails soon

#### OFFICE HOURS (VP Admin)

- Elianna to send out qualtrics form, keep an eye out for announcement!!
- If you have your keys from last year email them to tell them [Parking.support@ubc.ca](mailto:Parking.support@ubc.ca)

#### CODE OF PROCEDURES REVIEW (VP Admin)

- Everyone go over their portfolio descriptions and review to make sure they're accurate
- Copy roles into a doc, strike through any deletions, bold any insertions
- [https://lfsus.landfood.ubc.ca/files/ugd/4dc098\\_4e4b1027990848fda27adaaebb366e83.pdf](https://lfsus.landfood.ubc.ca/files/ugd/4dc098_4e4b1027990848fda27adaaebb366e83.pdf)

#### KPI DASHBOARD (VP Finance)

- KPI Dashboard.xlsx



# Land and Food Systems Undergraduate Society

- Will be used to track quantitative performance of events over the years.
- Can combine with senior advisor event debriefs
  - Action item: add WND to this
- External, Student Life, Internal

## UPDATES

- **President**
  - Had meeting with AMS President to check in about the year
  - Bringing Deans meetings back x2 per term
- **VP Academic**
  - N/A
- **VP Administration**
  - Key pickup must happen BEFORE Aug. 1<sup>st</sup>! --> \$20 deposit to be made at pickup
  - Round 2 hires
  - Office Hours for term 1 --> everyone to have at least 1 hour per week
  - Room bookings
- **VP Communications**
  - Brand Guide (Final Draft completed) --> will be published to exec on Thursday!
  - Color theme: Caffeine Toneeeeeesss
- **VP Engagement**
  - N/A
- **VP External**
  - Club Grant Application and MOU Agreement made
  - Still refining: LFS Affiliated Club/Club Renewal Procedures + Form
    - Would need to add to CoP once refined
- **VP Finance**
  - Authorization SHOULD be granted this week (The AMS VP Finance promised me so I will be on him if I don't get access)
    - People can finally get reimbursed (YAY)
  - Merch store: I need photo files for each of our products! Also price list 😊
  - Budget is submitted to the AMS!
  - Grants & subsidies form in progress.
- **VP Internal**
  - N/a
- **VP Student Life**
  - First caucus meeting on June 26<sup>th</sup> > Interfaculty cup most likely happening second week of classes (Sep 9-12, around 4-6pm each day)
  - LFS Welcome Week on Sep 15-19!
    - Avoid clashes with interfaculty cup and because first WND is Sep 17
- **Senior Advisor**
  - N/A
- **AMS Representative**
  - N/A
- **Senator**
  - N/A

## ACTION ITEMS

[To do list:](#)

Person	Due Date	Action Item
all	July 14	go over their portfolio descriptions and review to make sure they're accurate



## Land and Food Systems Undergraduate Society

all	July 14	Fill out office hours qualtrics--> Elianna to send out at the end of the week!

Motion to adjourn by Elianna seconded by Jasper

**MEETING ADJOURNED AT 7:08 pm**