

# CABS BOD Session

March 1st, 2012

---

This document contains *information that will help prepare you for the upcoming BOD session* and has been created for use by the members of the Canadian Association of Business Students and its partners.



CANADIAN ASSOCIATION OF BUSINESS STUDENTS

## President's Message

Hello incoming/outgoing Presidents. To say it's been an eventful year would be an understatement and although the first 7 months of CABS were an utter write-off, I am happy to say that we have made some serious developments since NBSC.

First of all, I need to express my undying gratitude to my fellow CABS executive. We have definitely gone through our fair share of troubles this year but have overcome them in great form. They were by far my greatest support and I would like all of you to recognize their hard work and dedication to help turn things around. Neil, Brian, Glennie, Talia, Kelsey & Seema, THANK YOU! It was an absolute honour and pleasure working with each and every one of you.

### *Document Information*

The following document outlines our Purpose, Current Challenges, and Recommendations for this meeting. It would also be wise to read the executive updates as they depict a better picture for each portfolio and their current standing.

After reading this document, please take some time to outline both your perspective and desires towards CABS. We all just need to get on the same page and unify our expectations moving forward.

## Purpose of CABS

CABS' top priority is to ensure the continuation of the following conferences & competitions:

- West Coast Leadership Retreat (WCLR)
- East Coast Leadership Retreat (ECLR)
- JDC Central
- JDC West - in partnership with the WCC

Another major priority of CABS is to be a resource to member executive teams for advice and counsel.

The secondary priorities (still very important) include increasing sponsorship efforts (clothing, travel cuts, etc.), government relations and connecting executive from different societies to one another.

## Purpose of BOD Meeting

The purpose of the BOD meeting is to determine the future of CABS. This is going to be an open forum to discuss our current challenges, recommendations and objectives/processes moving forward for 2012.

## Current Challenges

Please note that each one of these challenges has a potential solution (or discussion base) under recommendations.

CABS is currently facing several challenges that require BOD support

- 1) 4 Executive Roles are *vacant*
  - 1.1. Vice President Corporate Relations
  - 1.2. Vice President External Affairs
  - 1.3. Vice President Finance

#### 1.4. Vice President Conferences & Competitions East

### 2. Sustainability

2.1. CABS currently needs processes whereby executive are bound to their commitments. After losing 2 executive members last year in the middle of their terms we feel that this is of utmost importance.

### 3. Financial Transparency & Accountability

3.1. There were several instances this year where certain executive committed funds without approval. The website (initially), and ECLR over spending are two fine examples.

### 4. BOD Commitment

4.1. As made clear by the BOD at NBSC, the BOD will need to play a stronger role in maintaining their time commitments to CABS. From timely payment to deliverables, the BOD need to remain consistent in their support of CABS. It's very easy to ask "what does CABS do for us", however it's also important to remember that CABS is not a service. It is a tool made *FOR the BOD by the BOD*. If you do not help maintain your tool box, nothing will get done.

### 5. Roundtable 2013 - NO BID at this TIME

## Recommendations to Our Challenges

### 1. 4 Vacant Positions

1.1. I personally do not feel that CABS should be in danger of dissolving due to these vacant positions. If you look at our Quebec counterpart, REFAEC, they faced a similar issue this year where many of their executive came in later in the year.

1.2. Our recommendation is to keep nominations open and have the remaining executive (Primarily President) absorb these responsibilities until a candidate can be found. A priority search must be placed on VP Finance and VP Conferences & Conferences East

### 2. Sustainability Issues

2.1.1. CABS needs a reason for their executive to commit and work. As you already know the vast majority of candidates for CABS executive are graduates who are looking for work and are essentially done with the "volunteer" aspect of their lives.

2.1.2. We suggest implementing honorariums that will keep executive committed and motivated.

2.1.3. \$1500 for President and \$1000 for all other positions. These will also come hand in hand with agreements that the executive will be expected to abide by.

### 3. Financial Processes

3.1. Monthly upload of bank statement and transaction summary on CABS Portal.

3.2. Implement signed agreement with VP Finance and President stating that any expenditure exceeding 20 percent (\*\*discuss this number at BOD session) of budgeted allocation **MUST BE APPROVED** by BOD.

3.3. Potential limit to the number of executive allowed to attend each event (2 person maximum for all conferences and competitions)

### 4. BOD Commitment, Perspectives and Desires

4.1. The point of the BOD meeting on Wednesday. Bring your thoughts!!!

5. RoundTable 2013:

- 5.1. ROUNDTABLE 2013 will be hosted by CABS in Toronto, Ontario. Although this may seem a little daunting at first, it is definitely a plausible alternative. Think about it. Would you rather have no Roundtable?
- 5.2. Request for Proposals have already started with hotels and I will have a more detailed bid prepared between now and our BOD session. (We only thought of this alternative several days ago).
- 5.3. By CABS stepping up and running this conference, we speak to the value we bring to the conference circuit. This is what you pay for!

I have spoken to all incoming candidates and have informed them of all the aforementioned information. They are ALL on board and ready to take on the coming year. It will be different, unified and will incorporate all efforts, from both Executive and BOD.

Since NBSC we have:

1. Helped rectify the 5 Days for the Homeless issue
2. Started conference calls with both WCLR and ECLR 2012 to ensure transition, check points and conference needs are met
3. Facilitated a successful bid for JDCC 2013 (Dalhousie!)
4. Brought on 1 new school to CABS (SFU - Welcome!)
5. Helped the Roundtable OC with registration
6. Centralized the corporate relations efforts for JDCC, Roundtable and gained access to potential partners (cannot disclose yet)

The processes that you all agreed upon at NBSC have only started to come to fruition and I feel it would be unfair to not try them for the coming year. CABS is only as strong as the members behind it. Lets have our discussion and speak to how we can help bring more value to your student societies. I know you all see potential in CABS otherwise this BOD session would not be happening. Looking forward to seeing you then!

Aneesh Lal  
President  
Canadian Association of Business Students

## Executive Update

### VP External Update by Talia Poleski

#### CABS Executive Elections

As this year's term comes to an end, it is time to take the next steps to ensure the strong future of our organization. This year at Roundtable will be the second time that CABS runs general elections for executive positions. Candidates have submitted applications, which have been forwarded to all the Presidents and shared with each school's executive. I encourage you to read over these profiles, as there will be a question and answer period for the candidates during the weekend. The 2012-2013 CABS executive candidates are as follows:

VP Marketing –Dylan Hunt, *Trent University*

VP Members & Alumni Relations West –Matt Friesen, *University of Winnipeg*

VP Conferences & Competitions West –Seema Grover, *University of Saskatoon*

VP Members & Alumni Relations East –Malissa Skara, *Dalhousie University*

We are still missing candidates to run for some of the east regional and national positions. To run, you must have previous experience within your respective school's business society. Please contact me if you or anyone you know would be interested in running as we are opening up candidate intent for those positions that are not yet filled.

#### 2<sup>nd</sup> Annual CABS Awards

I would like to congratulate all of you on the amazing accomplishments at each of you respective schools. With all of the work that your executives have put in this year, CABS would like to recognize your efforts with awards that will be presented to you at Roundtable Gala. Thank you to the members who put in nominations, especially those who recognized groups outside of their own school. The "CABS Lifetime Achievement Award" is currently accepting votes from the Presidents for our two male candidates until Monday February 27<sup>th</sup>. A reminder if you have not yet voted to please do so by email as soon as possible.

#### Partnership with REFAEC

Throughout this year, the VP External of REFAEC and myself have been able to meet frequently to discuss new opportunities for collaboration. The last initiative I would like to complete with the REFAEC executive is to provide more detail to the CABS-REFAEC agreement formalized last year. This will be done before the REFAEC meeting in April hosted by McGill where I will be able to present to the VP Externals and Presidents attending the newly expanded agreement. Both organizations want to make this agreement more formal and to provide a visible explanation to the benefits of our mutual partnership.

Unfortunately I will not be with you all this coming weekend at Roundtable; conversely I am confident that the Roundtable OC and the CABS executive present in Saskatoon will provide a memorable weekend for you delegations. I wish you all the best as your terms come to an end and many of you graduate. I look forward to seeing you all again wherever life may take us.

Sincerely,

Talia Poleski

## **Vice President Conferences & Competitions East by Stephen Glennie**

Dear Members,

The Conference and Competition portfolio had a very successful year with CABS. Starting the year off with a bang and some east coast flare was an amazing ECLR 2011 hosted by Dalhousie University. A huge thank you is extended to Stephanie Clark and her team as the weekend really exemplified the spirit of what ECLR is about and is sure to be used as the standard for future years. The ECLR 2012 bid process did see some hi-cups but at the end of the day two amazing bids came forth. The University of Guelph was successful in their bid and will be busy in the next coming months organizing an amazing weekend for the 2012 delegates. Congratulations and good luck to the CMESA!

The largest success for this portfolio was the dedication, expertise, and execution put forth by Mark Featherstonough and Christine Jackson of Carleton University for JDC Central 2012. In it's third year of existence, Mark, Christine, and their OC really brought the competition to the next level and have positioned it for many years of future success. It was a pleasure working with both of them as well as their outstanding Organization Committee. One of my biggest goals was to ensure this competition moved forward and would be successful in the future. The bid process for JDC Central 2013 was a long and arduous process as hosting such a mass competition brings forth many obstacles. A big congratulation goes to Dalhousie University for their successful bid. Taylor Thompson, a past competitor and team Captain, brings passion and experience to the role of Chairperson and with a team of talented student leaders behind him I am positive JDC Central 2013 will be an outstanding success. Good luck Taylor!

I was not able to execute on fulfilling one of my main goals, the CABS Conference & Competition Calendar. There was an attempted but unsuccessful effort at getting this initiative off the ground but for multiple reasons, this was not complete. I apologize to the members as I truly believe this is a value add in our organization and something that I will urge the new Executive to follow through with.

Lastly, I would like to congratulate all of you for making it through your year as student leaders at your respective Universities. Your contribution to the student environment, whether it is big or small, is sure to have made an impact on student life and for that you should be very proud. I would also like to thank you all for standing by CABS throughout this shaky year. With success in anything come growing pains and inevitable highs and lows, and this year CABS saw no short of that. Thank you to Aneesh for his undying love for CABS and being the leader that people could respect and want to be led by.

Cheers,



Stephen Glennie

## **VP Members & Alumni Relations West + VP Conferences & Competitions West by Neil Richard**

Dear Members,

To say the last 12 months has been an interesting ride would be an understatement. We've accomplished some great things together, and we've also suffered through some tough times and setbacks. But as the old saying goes, what doesn't kill you only makes you stronger and I certainly feel that applies here. I am very confident looking forward that things for both CABS as a whole and for the Western portfolio are headed in the right direction.

As the only representative in the West this year, I had the unique challenge of handling both the Member Relations and Conferences portfolios. Fortunately, we were blessed with top-notch Organizing Committees in the West, which made the additional work-load easier to handle. I look forward to seeing two representatives from the West next year and the potential for additional accomplishment which that will bring. As Aneesh and I have previously discussed, we have begun a new communications process which allows us to work more closely with the Organizing Committees while maintaining a hands-off approach, with the ultimate goal of improving transition, turnover, and preservation of information. The process has already begun with this year's WCLR, hosted by the University of Calgary, which I am fully confident will be one of the best yet.

On the Member Relations side, I am very grateful for the opportunity I've had to interact with everyone throughout the year. I hope to see the interaction grow this coming year as a result of the planning session to be held at Roundtable. For those that have been in touch more frequently and have reached out for help, I thank you. For the incoming executives, I encourage you to reach out to your representative, no matter how big or small of a question you may have. The reason I took this position this year was to "give back", so hopefully I have managed to give at least something to each of you.

We also added three schools to the portfolio this year, with the newest school being SFU's Beedie School of Business. I believe this strongly adds to the strength of the Western portfolio. As CABS is also now exiting the infancy period, the stage is set for the ability to leverage a larger group of alumni. Exciting times are definitely ahead for the portfolio.

In closing, I would like to extend my congratulations to the Organizing Committees of WCLR 2011, JDCW 2012, and Roundtable 2012 for an excellent year, and wish the best to all the Organizing Committees for the coming school year's conferences. I would like to thank the Presidents for their efforts this year, and congratulate the newly elected executive councils from coast-to-coast. Finally, a warm thank you to the CABS Executive that I have worked alongside, with a special thank you to our President, Aneesh, who has invested his passion and so much more of his time than anyone realizes in the last few months to not only turning things around, but setting the stage for the future.

All the best,

Neil Richard

## **Vice President of Members & Alumni Relations East by Brian Mason**

Dear Members

First I want to say it was great to work with each and every one of you. Each year can be very different and moving from my year on exec at Carleton to my year on the CABS exec has been full of positives and negatives. I, just as much as each of you, understands the difficulty of maintaining communications with the many stakeholders of your student organisation and I really appreciated each of you that maintained regular contact with me and the CABS exec. It definitely gave me a clearer direction in where to put my efforts.

In reflection of my year in the position of VP Members East, I really didn't achieve what I set out to do. My view on taking on student organisation roles such as this one has been to learn and grow as a person. While some major hurdles throughout the year may have caused me to fail in my role, I cannot say it is without my fault that they occurred. My goal this year was to achieve growth in members in both Ontario and Atlantic Canada, to say I have failed would be an understatement as there were no new members in the eastern region of Canada. My view was I could not, in right mind, recruit schools to become members while there was such organisational upheaval in the first half of the term. For that I apologise for my inability to reach the reasonable expectations that I had set out for myself and for which I was elected for.

But I will maintain that there is unequivocally value in the Canadian Association of Business Students. It's an organisation that I have come to believe in and I think for the schools that are reconsidering its value and their membership it would be a mistake to leave. In the eastern region, if there wasn't CABS chances are there wouldn't be a JDCC 2012 and probably not even an 10 or 11. The camaraderie that you know from ECLR, August Presidents Meeting, between students from your schools because of Central, who further decided to attend conferences at other schools, would never have happened. CABS is here to get more of your students involved in different ways at each of your schools, while also supporting your student organisation. I hope I was able to achieve this through having an August Presidents Meeting (thank you, as always, Marianna!) and stressing how important Central 2013 (Thanks to Glennie and Dalhousie!) is to each of you.

My last point before concluding is that I would like to give a big shout out to Aneesh. He stepped up when things were getting tough and when the exec motivation was empty in the tank. The things he's talked about accomplishing, and which I have no doubt he will, has me excited for the future of CABS and for the next year coming up. We always gave Aneesh a hard time during our year as society presidents together (very deservedly) but I'm really excited for the future of CABS under his leadership. If he has managed to instil confidence and take on the role in the midst of negativity it'll be interesting to see where next year's exec team can go.

Overall, it's been quite a year, a roller coaster of sorts and without having such a great executive it could've ended much more dramatically. I thank you for all of your time that you took to speak with me, since I knew it was quite valuable this year. Despite some curveballs that may have happened, I'm very happy I took this position, not just from the learning and growth I experienced, but because I met each and every one of you. When I'm back and fully moved to Toronto, (perhaps even Charlottetown before then) make sure to give a shout to grab a beer or coffee.

Cheers



Brian Mason  
Vice President Member & Alumni Relations East  
Canadian Association of Business Students



## **Vice President Finance Update by Kelsey Nicholson**

Welcome RoundTable Delegates to Roundtable 2012!

A big congratulations and welcome to our incoming delegates who CABS very much looks forward to working with in the future and of course a thank you to our outgoing delegates for all of your support and dedication throughout the challenges that we faced this year.

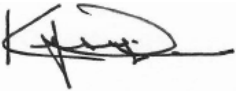
From a financial perspective at the point of NBSC our spending had been slightly higher than anticipated however since then we have significantly reduced our expenses placing us in a very strong financial position for our incoming executives in April. Our total budget as planned by the previous executive was set at roughly \$20,280 whereas our expenditure was \$14,231 since our transition period. To date we have incurred \$9,135.49 in transportation expenses which is just slightly higher than the originally budgeted amount of \$8,500. The money allocated to delegate fees this past year was \$4,575.00, which was under the budgeted amount of \$6,000. Our other expenses predominantly included our website fees and this amounted to \$520.79. We will however have a few other extraneous expenses which are expected to amount to no more than \$2,000 prior to the end of this executives term which will include RoundTable transportation expenses and costs affiliated with awards given at RoundTable.

We still however have a few outstanding delegate fees which given the fact that they are long overdue is rather unacceptable. These member schools have been contacted regarding their payment and requisite action will be taken if payment is not received prior to our new executive taking over in April.

I want to thank all of you for the support that we have had since our inception as the new CABS team and I would also like to remind those of you who have yet to pay your delegate fees to do so. Thank you again and please do not hesitate to contact me if you have any further questions or concerns regarding the financial standing of the Canadian Association of Business Students.

Please refer to attached document for a visual budget.

Kelsey Nicholson



Vice President Finance

Canadian Association of Business Students