

*Trinity Western University Student Association  
2017-2018 Annual General Meeting  
October 3, 2017*



**Composer**  
Caleb Barkowsky



**Trinity Western University Student Association  
AGM Budget 2017-2018**

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**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Opening Letter**

For the 2017-2018 School Year  
Proposed by Caleb Barkowsky  
Vice President of Finance

“So in Christ we, though many, form one body, and each member belongs to all the others.”  
-Romans 12:5

To the student body of Trinity Western University,

I am pleased to officially present to you the Trinity Western University Student Association AGM budget for the 2017-2018 school year. After weeks of careful preparation and prayerful consideration, I feel confident in presenting this budget to each of you. The purpose of this document is to remain transparent about our objectives for the coming year, so that the student body may keep us accountable. Our offerings are fully dependent on the funds of students and so our goal is to ensure that these services are effectively reaching each and every student.

Due to a number of circumstances, the amount we have to work with are higher than it has been in many years. We hope to build on the successes of our current offerings, while also looking at how we can expand to reach a greater percentage of the student body. The student fee has increased from \$65 to \$75, a long overdue adjustment to account for inflation. We have also welcomed one of the largest incoming classes in many years. This amount has been allocated between TWUSA, Mars’ Hill, and Pillar Yearbook. We hope to build on our pre-existing services and events, in order to better satisfy the growing population. It will also allow us to reach out to new groups with new initiatives, such as pop up shops across campus and instituting a universal calendar. Last year’s team has left us with a significant surplus. This money will be put towards improving the effectiveness of our office space. We have also put significant investment towards bringing back video to Pillar, in a more sustainable way.

Each line put forward in the following budget has been critically examined to align with our vision. Our vision this year finds its base in Romans 12:5. We desire to cultivate a deeper sense of belonging amongst our student body. We want to recognize the unique nature of each individual, while also creating an atmosphere of unity on campus. We humbly acknowledge the challenges ahead of us and understand our roles as godly stewards of the provided resources. I move forward in confidence with these proposed amounts, trusting in the team around me and in our Lord, Jesus Christ.

Caleb Barkowsky  
TWUSA Vice President of Finance



**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Administration Budget Proposal**

For the 2017-2018 School Year

Proposed by Matthew Carabetta

Director of Internal Relations

**Motion**

I move that the Trinity Western University Student Association allocate **\$119,100** for Administrative purposes for the 2017-2018 school year.

**Objectives**

Outside of the budgeted amounts for leadership grants that follows in line with our bylaws, the Administrative Budget supplies the bulk of services the Association offers, including printing and our coffee bar. The goal of the office space is to provide students with a homey space that they are free to make their own. Our goal is to provide a fun, friendly atmosphere where all students feel welcomed and find a place that values them as individuals. We hope to achieve this by providing quality services such as coffee and printing and deliver them in an efficient and effective manner. A significant portion of the budget this year will be used to upgrade our office space, to further improve our pre-existing services. This year, the amount also includes our new initiatives of pop up shops and the universal calendar. These initiatives are meant to fulfill our vision of reaching out to more of the student body.

**Expenses**

<b>Student Leadership Grants</b>		<b>\$62,100</b>
Executive	\$30,500	
Elected Representatives	\$16,100	
Appointed Positions	\$15,500	
<b>Special Events</b>		<b>\$2,400</b>
Spring Retreat	\$2,400	
<b>Office Service</b>		<b>\$27,925</b>
Printer paper	\$1,225	
Printer Rental (including toner)	\$11,600	
Stationary and Supplies	\$300	
Coffee Bar Supplies	\$14,800	
<b>Office Improvements</b>		<b>\$10,000</b>
Office Improvements	\$10,000	
<b>Office Miscellaneous</b>		<b>\$4,725</b>
Pop Up Shops	\$4,000	



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Mileage	\$200	
Spotify Student	\$50	
Online Calendar	\$475	

<b>Subtotal</b>	\$107,150	
<b>Pre-AGM Expenses (Appendix A)</b>	\$11,950	
<b>Total</b>		<b>\$119,100</b>

**Rationale**

*Student Leadership Grants*

As a part of a Student Council Member’s learning experience a leadership grant is received to help them further their educational endeavours at Trinity Western University. The specific portion for each leadership role is defined within the Association bylaws.

*Special Events*

The spring retreat is an essential part of creating unity throughout council. The spring retreat is both a time to rejuvenate and connect as a council. This practice is typical of all leadership groups at TWU. The team will spend a weekend in January at a cabin in Tulameen, BC, similar to what has been done in past years.

*Copy work and Printer Rental*

One of our large services is free printing for students. We offer the first 10 pages free to each student daily. These costs were calculated based upon our monthly lease payments for the printer (the average monthly cost for last year’s printing) and paper calculated based on the average consumption over the past year.

*Stationary and Supplies*

This total was calculated based upon supplies required to keep the office well stocked in typical office supplies.

*Coffee Bar Supplies*

One of our largest services is providing students with coffee. The calculations are based upon the rate we have been consuming at over the last month of operations and are comparable to last years with a slight increase for the larger student population this year.

*Office Improvements*

The office upgrades were calculated based upon how much money we could invest into physical changes to be made within the office space. The first two changes will be a new coffee machine and a more efficient printing station. These are two of our largest services and this year we are hoping to be able to provide higher quality experience in both of these services. The second phase of office renovations will be to create a more relaxed coffee shop



## **Trinity Western University Student Association AGM Budget 2017-2018**

setting in the back area of the room through converting the office desk into a large open table for students to use. This would also include removing the bench seating by the windows facing the parking lots and replacing it with bar seating comparable to what is currently in the Lower Caf. Removing the desk would require a smaller station to be implemented in the back corner for day to day office operations. The final phase, budget permitting, would be to clean up the area outside of the TWUSA double doors and create a outdoor patio-like experience for students to enjoy.

### *Pop Up Shops*

The Pop Up Shops would be implemented to create a platform in which TWUSA could reach out to different groups on campus. By setting up a pop up shop in various areas of campus (such as Northwest Building, Neufeld Building, and many more), we aim to meet students where they are at and provide services to students that may not come further into campus. We also aim to build community in these ‘corners’ of campus by drawing students to these locations through incentives such as beverages and food, and allowing space for mingling and a social atmosphere by having some tables and chairs set up adjacent to the pop up shop. Overall, it is a new initiative that aims to reach out to students so that they can experience the services of TWUSA.

### *Mileage*

The Director of Internal Relations must use their vehicle weekly to go shopping for coffee bar and other office supplies. This amount is to compensate for the gas and wear and tear on the vehicle at the university accepted rate of \$0.40 per kilometre.

### *Spotify Student*

This covers the monthly amount for Spotify Premium, an online music streaming platform. This helps add to the atmosphere of the office, while eliminating the advertisements that occur in the free version of Spotify.

### *Online Calendar*

The online calendar is a new initiative that aims to centralize information pertaining to on-campus events and activities to allow for greater student awareness. Having a platform that allows students to see the events and activities that occur on campus has been a need for a long time. So many students feel left out of events and activities simply because they don’t hear about them until afterwards. This initiative should eradicate this issue, for it will be a constantly updated calendar that includes events and activities such as club events, Spartan games, academic lectures, intramurals, and many more. Another issue has been that events, such as club events, don’t get enough advertising exposure to students and their attendance levels are diminished as a result. This initiative will not only create greater student awareness of on-campus events and activities, but should also increase the participation of students at these events.



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**Communications Budget Proposal**

For the 2017-2018 School Year  
Proposed by Joshua Onwugbonu  
Vice President of Student Relations

**Motion**

I move that the Trinity Western University Student Association allocate **\$3,585** to the Communications Department for the 2017-2018 school year.

**Objectives**

The desire of the communications department within TWUSA is to involve, inform, and inspire the TWU student population through a variety of in house and online marketing strategies.

**Expenses**

<b>Communications Expenses</b>		<b>\$2,120</b>
Banners	\$785	
Creative Professionals (Ad-Hoc)	\$600	
Adobe Creative Cloud	\$335	
We Are Monthly Issuu Subscription	\$400	

<b>Subtotal</b>	\$2,120	
<b>Pre-AGM Expenses (Appendix A)</b>	\$1,465	
<b>Total</b>		<b>\$3,585</b>

**Rationale**

*Banners*

We want to branch out in creative and effective ways this year in regards to advertising. Posters, though eye-catching, informative and cheap to produce, can easily become unnoticed in a sea of over-occurring print media. Large scale banners will push the boundaries a step further to attract attention. They can be more effective in drawing students into our message than traditional posters, thus potentially increasing event awareness and participation.



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### *Creative Professionals (Ad-Hoc)*

As the communications department we want to create high quality media that meets the professional standard we aspire to. For the videos we are releasing this semester, we have 4 videographers producing content. We would like to budget \$100 for each of them, which seems a fair compensation for the hours they put into it. We will also be outsourcing photographers for We Are Monthly. For photographers we work with severally, we would like to give them \$50 each to honour the work and time they commit to each project.

### *Adobe Creative Cloud*

To involve and inform the TWU student body effectively, our marketing efforts need to be produced through design programs that are trusted by companies and marketplaces globally and of which allow us to sustainably export high quality media both in print and online. Adobe Creative cloud aligns with the needs and desires of the department moving forward.

### *We Are Monthly Issuu Subscription*

One of the new endeavours TWUSA is undertaking this academic year is the We Are Monthly publication. Each month it will feature articles that seek to involve and inspire TWU students to seek out growth in our diverse community. Whether that be academically, emotionally, spiritually or more, we want to be a governing body that encourages students to dive as deep into the community as possible. Our desire is to make all students feel like we are producing content that represents their stories and affiliations. Along with that, content that will help students understand what TWUSA has to offer and its purpose on campus. Issuu is an online database of magazines and journals, accessible to anyone with a reliable internet connection and mobile device. This database will allow us to save on the costs of printing the issue each month, and will also help us track the receptiveness the publication has with the student body.



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**Faculty Department Budget Proposal**

For the 2017-2018 School Year

Proposed by Tricia Jeranie

Vice President of Academic Relations

**Motion**

I move that the Trinity Western University Student Association allocate **\$5,685** to the Faculty Department for the 2017-2018 school year.

**Objectives**

The faculty representatives represent the student body; there are seven of them that were elected by the students to help them get connected to their faculty. The reps do so by connecting to club presidents on campus, connecting to the deans in their faculty and by planning at least one event per semester. These reps promote oneness within the community through their love for students and the community.

**Expenses**

<b>Business Rep</b>		
What is your specialization?	\$150	
Do you know your prof?	\$150	
Alumni/Mentor Social Event	\$200	
Career Fair	\$300	
<b>Subtotal</b>	<b>\$800</b>	
<b>Pre-AGM Expenses</b>	<b>\$0</b>	
<b>Total</b>		<b>\$800</b>

<b>Education Rep</b>		
Tie Dye Party	\$365	
Murder Mystery Night	\$235	
<b>Subtotal</b>	<b>\$600</b>	
<b>Pre-AGM Expenses</b>	<b>\$0</b>	
<b>Total</b>		<b>\$600</b>

<b>Human Kinetics Rep</b>		
Annual HKIN Dodgeball Tournament	\$350	
Taking my HKIN degree further	\$450	
<b>Subtotal</b>	<b>\$800</b>	
<b>Pre-AGM Expenses</b>	<b>\$0</b>	



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<b>Total</b>		<b>\$800</b>
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<b>NATS Rep</b>		
Lab Selfie Contest	\$110	
NATS info session	\$160	
NATS clubs support	\$200	
<b>Subtotal</b>	<b>\$470</b>	
<b>Pre-AGM Expenses</b>	<b>\$200</b>	
<b>Total</b>		<b>\$670</b>

<b>Nursing Rep</b>		
Nursing Christmas Gala	\$400	
Hike	\$200	
Nurses Panel	\$50	
<b>Subtotal</b>	<b>\$650</b>	
<b>Pre-AGM Expenses</b>	<b>\$150</b>	
<b>Total</b>		<b>\$800</b>

<b>SAMC Rep</b>		
SAMC Pie Time	\$75	
SAMC Last Things	\$325	
Portraits	\$775	
<b>Subtotal</b>	<b>\$1,175</b>	
<b>Pre-AGM Expenses</b>	<b>\$0</b>	
<b>Total</b>		<b>\$1,175</b>

<b>HSS Rep</b>		
Puffs and Peeps	\$200	
Popcorn Style	\$150	
Clubs Unite	\$170	
End of Year Party	\$270	
<b>Subtotal</b>	<b>\$790</b>	
<b>Pre-AGM</b>	<b>\$0</b>	
<b>Total</b>		<b>\$790</b>



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<b>Subtotal</b>	\$5,285	
<b>Pre-AGM Expenses (Appendix A)</b>	\$400	
<b>Total</b>		<b>\$5,685</b>

**Rationale**

**Business Rep**

*What is your specialization?*

The purpose of this event is to educate 1<sup>st</sup> and 2<sup>nd</sup> year students for what the school of business has to offer as their specializations. It will highlight the 5 specializations within the school of business: Operations & Management, Human Resources, International Business, Finance, and Accounting. Professors from each specialization will come and give brief explanations of their own specializations.

*Get to know your prof*

We have professors who are experts within their areas of business. The hope is for students to get to know them outside of their classrooms. Students will hear their experiences in business and how they have practiced their faith within their workplace.

*Alumni/Mentor Social Event*

Inviting all the alumnus and mentors to socialize with the students in our faculty. This event would encourage students to network with business professionals in which they can hear their experience in the workplace. This is an opportunity for students to gain business connections which can also lead to job opportunities.

*Career Fair*

To invite the local businesses to hire junior or senior students who are near the end of their graduation. This would be a great opportunity for the students to plan after their career after their graduations.

**Education Representative**

*Tie Dye Party*

A chill night for people to come have some fun and tie dye socks and eat some fun food; a bright and colorful night to meet other education majors. White socks will be provided to tie dye and people can also bring their own shirts to tie dye if they want. There will be all sorts of colorful food such as confetti cupcakes, monster cookies, and a candy bar. The room will be decorated with colorful streamers and balloons to make it look lively and fun! The extra budget will cover other colorful foods and/or buying more tie dye and socks. There will also be a draw to win a gift basket filled with goodies like snacks, lotion, notebook, hot chocolate mix and more.



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### *Murder Mystery Night*

Come and solve a murder mystery together, a chance to get off campus and have a fun chill night with other education majors. This event will probably take place at the Trinity Western House. The main cost is the cover food and beverages, because food always brings people out into an event. Decor because what is an event without it and extra budget for a \$30 leeway if the pizza and drinks cost more than expected. There will be 40 custom made education buttons to give away to those who come to the event.

### **Human Kinetics Representative**

#### *Annual HKIN Dodgeball Tournament*

The annual HKIN dodgeball tournament is an HKIN faculty tradition, that students look forward to throughout the year. Throughout past years TWUSA and the HKIN department have worked together to put on this fun event. The dodgeball tournament offers students not only from the HKIN faculty but throughout the student body to make teams, enjoying healthy competition while building community. The money being spent will pay for advertising the details to students (paying for posters), prizes and assisting with the food provided for the participants.

#### *Taking my HKIN degree further*

Most students who receive an undergraduate degree in Human Kinetics have to continue on pursuing a further education after graduation. Often students do not know what direction to turn into, nor the opportunities that lie before them. Alumni and those who have experienced the same route of finishing an undergraduate degree in Human Kinetics and have moved forward in their academic endeavours have testimonies of their experience and process. Those more experienced and who have travelled the path of continuing on after their undergraduate degree will have an opportunity to share their own short testimony, inspiring current undergrad students. This will be followed by a Q&A for current students to ask questions. There will be a time to mingle with appetizers and drinks after.

### **NATS Representative**

#### *Lab selfie contest*

To get students excited and involved in their respective labs while instilling a sense of belonging and connectivity through social media. This event has been successful in the past, receiving a range of positive feedback. This is a good event as it is not time demanding and does not compete with club events that occur during this time. This works to instill a sense of pride within the science department as students get a chance to share more about their lab experience. This is also an event that reaches nearly all students under the NATS department because of the amount of students taking lab sciences.

#### *NATS student information session*

To have a panel of student speakers that give advice on what classes they took as they describe how they got to be where they are now to first and second year students



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approaching course selections. This event will build connections between NATS students who are relatively new to TWU with those who have at least 3 years of experience or have already graduated. This event will bolster future educational success as well as instill stronger social networking.

### *Support for NATS clubs*

To generate motivation and excitement for participating and joining the various clubs within the NATS department. This may look like increasing advertising or food availability at various club events. This will be an effective way to reach the diverse group of students within the department and foster the participation in many events rather than a select few. The events are currently not available since not all clubs have been ratified yet, but the NATS rep will be in contact with clubs to directly address their needs.

### **Nursing Representative**

#### *Nursing Christmas Gala*

This event will allow the nursing students from all years as well as faculty to celebrate completing first semester and continue the tradition of the nursing gala that occurs every year. Tickets will be sold for \$10 in order to pay for the catering by Sodexo. The money budgeted will be used to pay for decorations and the food.

#### *Hike*

This event will allow for different years to mingle with each other and stay active. It will happen on a Saturday that way everyone can come without having to worry about classes. This will also be open to nursing profs, not just nursing students. The money will be used to possibly pay for snacks on or after the hike as well as water for those participating.

#### *Nurses Panel*

This event will allow current nursing students to hear from current RNs about their experiences in health care centering on one specific topic that is to be determined. It will be a great way for students to better understand the career they are entering into. The money will be going towards thank you gifts for the panelists.

### **SAMC Representative**

#### *SAMC Pie time*

SAMC is one of the busiest schools and trying to get a bunch of people to an event is a challenge, this will be a drop-in event that is meant to be chill and fun. Invites people to get to know each other and relax, pie will be used as incentive to come. Working to invite club presidents to be there to encourage further connection with people who may not even know about the clubs

#### *SAMC Last Things*

SAMC starts the year with First Things and ends the year with Last Things. Both of these events are simple and small in Freedom Hall. Working with the dean to combine his budget for Last Things with part of the TWUSA budget to turn Last Things into a dessert banquet.



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The idea is to bring everyone together and showcase the talent of SAMC students. This means posting art around the room on easels and pedestals, having musical performances, perhaps a monologue or skit performance, spoken word and whatever else showcases SAMC. The challenge of budgeting it completely at the moment is that it is a combined event with the Faculty and it is unclear how much they have available and what they would like it to look like.

### *Portraits*

This year will be the 5<sup>th</sup> year of Portraits and such an amazing opportunity for songwriters and musicians to show their craft. The plan is to start this event early on and then have it ready to perform and showcase in second semester. The high expenses for this event relate to the cost of paying the sound designers who will produce the album.

### **HSS Representative**

#### *Puffs and Peeps*

The puffs & peeps social will be an opportunity for all disciplines within HSS to come together and meet the dean, Todd Martin. It will be a good time to just unwind, enjoy hot chocolate and get a treat. It will also foster the ability for students to connect with HSS rep so that they can feel they know the rep better going into the rest of the year. The cost for lights is to better help create a welcoming atmosphere.

#### *Popcorn Style*

Popcorn style will be an event where we will have better representation of different avenues of HSS, by inviting students from different areas of HSS to come and speak on a panel about the things they've found most rewarding from Trinity, their involvement, and their domain. The cost of decorations will go to streamers & balloons to make it even more fun.

#### *Clubs Unite*

These funds are in anticipation for partnerships with the clubs for the year, to have the room to support clubs with events if necessary. Aversely, these funds could also be used to bring together each club or have them collectively reach out to new students so that they could get a better idea for clubs on campus – this would be a smaller and more precise sort of club fair.

#### *End of Year Party!*

very faculty deserves a party! This event will go to celebrating the completion of the academic year at an off campus location. There will be appetizers and some fun drinks. There will also be fun music and a good time to reflect on the year that's past. Though this will be targeted towards HSS students, all students would be open to coming and joining in the fun.



**Trinity Western University Student Association  
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**Events Budget Proposal**  
For the 2017-2018 School Year  
Proposed by Rachel Schnitzer  
Executive Director of Events

**Motion**

I move that the Trinity Western University Student Association allocate **\$46,975** to the Events Department for the 2017-2018 school year.

**Objectives**

The goal of the TWUSA Events Department is to create, plan and execute events on and off campus that involve students from all parts of the community to cultivate a deeper sense of belonging. These events will provide opportunities for students to build new relationships, find new avenues for involvement and create an overall sense of school spirit.

**Expenses**

<b>Events</b>		<b>\$32,300</b>
Open Mic Nights	\$1000	
CanAm Soccer	\$500	
Spartan Pep Rally	\$500	
Robson Underground	\$1,500	
Christmas Gala	\$9,000	
Ticket sales	-\$5,000	
Welcome Back Event	\$500	
Freshman Event	\$1,600	
Hootenanny	\$2,000	
Connect Conference	\$10,000	
Ticket sales	-\$6,000	
CanAm Hockey	\$3,000	
Year End BBQ	\$5,200	
Grad Banquet	\$18,500	
Ticket sales	-\$10,000	
<b>Equipment Upgrades</b>		<b>\$500</b>
Event Equipment Upgrades/Investments	\$500	

<b>Subtotal</b>	\$32,800	
<b>Pre-AGM Expenses (Appendix A)</b>	\$14,175	
<b>Total</b>		<b>\$46,975</b>



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### **Rationale**

#### *Open Mic Nights*

We plan to hold 4 open mics over the school year (2 in each semester). Open mics are a chance to showcase the musical talent of members of the TWU community. Students can perform a song individually or in a group. We also plan on using Open Mics to partner with different groups on campus to involve others in the planning and running of the event such as CFA's, and the collegiums.

#### *CanAm Soccer*

CanAm Soccer is an annual event that TWUSA puts on in partnership with Recreation Services. It initiates a friendly competition between the Canadians and Americans on campus. Students come out to cheer for their respective teams and bond over a friendly rivalry while enjoying some food. The mixed teams create a great atmosphere for introducing people and lets them form relationships over the love of the game.

#### *Spartan Pep Rally*

This is new event we would like to initiate, that will hopefully carry on in the years to come. This event is aimed to engage students with the Spartan sports games that happen almost every weekend during the year. Although we have some of the top teams in the country, our student attendance at games is very low. We are hoping to hype up the event with free food, posters, face paint, giveaways and half time competitions at the opening men and women's volleyball game to set the tone for the games for the rest of the year while honouring our spartan athletes.

#### *Robson Underground*

This event provides a great and safe way for students to get together in costume and have fun on Halloween. It is also requires the involvement of the Robson apartments, which helps the freshman experience and interact with upperclassman.

#### *Christmas Gala*

The Christmas Gala provides an opportunity for students to dress up, get off campus, enjoy some catered appetizers and desserts, dancing and mingling at the end of the fall semester. This will be a special event where students can celebrate a semester of hard work and begin to enter into the Christmas season. Tickets will be sold for \$20/each. We anticipate selling 250 tickets which will bring in \$5000 of revenue that will bring down the money that TWUSA will put into the event.

#### *Welcome Back Event*

This event will be held on the first day of classes of the Spring semester. It is put on for students to reconnect with each other after Christmas break and have a chance to buy and sell used textbooks. The money will be used to provide food from Sodexo.



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### *Freshman Event*

Our freshman event is normally a themed dance where students come in costume and are provided with food, photos and other entertainment. This is a great opportunity for students to meet new people, grow closer with their friends and take some stress off from school.

### *Hootenanny*

During the spring semester, students will have the opportunity to showcase their whacky, comedic and artistic talent in front of the student body. Prizes will be awarded to the top 3 talents that perform. This will be an incentive for more people to be involved in performing their specific talent. TWUSA also produces a play that runs throughout the entire evening between acts.

### *Connect Conference*

This is the second year that we will be hosting this event based on its success last year. This is a conference held off campus focused on equipping students with skills and knowledge that will prepare them for success after graduation. We plan on bringing in a panel of speakers from the various companies and occupations to speak to students and lead table discussions. We are planning to get a large part of the event sponsored by various local businesses to reduce the cost and increase the incentive for students to attend. Tickets will be sold for \$30/each and we plan to sell 200 tickets which equals \$6000. In addition to sponsorships, this will drastically decrease TWUSA's budget for this event.

### *CanAm Hockey*

This event is annually hosted by TWUSA, which, historically, has the most attendance of any University event. It is a hockey game between the Canadian girls and American/International boys. As in the past, we hope to use Langley Events Centre to help better integrate the student body into the venue. This is an event where the larger Langley community could become involved in, and more aware of, Trinity Western University.

### *Grad Banquet*

The banquet of Trinity Western University's 2017-2018 graduates will follow in the tradition of past years, focusing on celebrating the hard work and positive experiences of the last four years of studies and the community built during that time. Possible venues will be considered, featuring a dinner and dance. The money is used for venue rental, food, entertainment etc. and helping to subsidize the grad tickets. Tickets will be sold for \$50/each and we plan to sell 200 tickets which equals \$10,000 of the overall budget.

### *Equipment Upgrade*

All events require extension cords and basic tools and equipment. The events team needs new equipment to help the productions of event runs more smoothly.



**Trinity Western University Student Association  
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**Operations and Services Budget Proposal**

For the 2017-2018 School Year

Proposed by Braden Barwich

Director of Operations and Services

**Motion**

I move that the Trinity Western University Student Association allocate **\$1,375** to the Operations and Services department for the 2017-2018 school year.

**Objectives**

The Director of Operations and Services works alongside the VP of Finance, as well as having many various roles in TWUSA. One role is supervising and managing the inventory for the Cube bookstore. The Director of Operations is also in charge of rentals as well as being the liaison between external organizations that TWUSA interacts with. The Connect Conference is also headed by the Director of Operations as well as any other revenue generating program TWUSA operates.

**Income**

<b>Sales</b>	-\$3,500
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**Expenses**

<b>Operating Expenses</b>		<b>\$3,500</b>
Funds returned to students	\$3,150	
Endowment Fund Contribution	\$350	
<b>CUBE Upgrades</b>		<b>\$750</b>
Website upgrades/ improvements	\$750	
<b>Rental Upgrades</b>		<b>\$625</b>
Rental Inventory	\$625	

<b>Subtotal</b>	\$1,375	
<b>Pre-AGM Expenses</b>	\$0	
<b>Total</b>		<b>\$1,375</b>

**Rationale**

*Income*

This year we expect \$3,500 of funds to be processed through the CUBE consignment service. All profits generated from the 10% service charge and moneys not picked up by the sellers will be invested into the TWUSA Endowment Fund.



**Trinity Western University Student Association  
AGM Budget 2017-2018**

*Cube Renovations*

New furniture and shelving to service the new purposes and needs of the Cube space.

Rental Upgrades

Adding to our rental service inventory equipment.



**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Proposals Fund Budget Proposal**

For the 2017-2018 School Year

Proposed by Caleb Barkowsky

Vice President of Finance

**Motion**

I move that the Trinity Western University Student Association allocate **\$8,000** to the Proposals Fund for the 2017-2018 school year.

**Objectives**

The Proposals Fund is available for clubs and students to fund some of their events and ideas. The fund gives students the opportunity to pursue their own initiatives that further fulfill the mission of TWUSA.

**Expenses**

<b>Proposals Fund</b>		<b>\$7,220</b>
Funds allocated for student proposals	\$7,220	

<b>Subtotal</b>	\$7,220	
<b>Pre-AGM Expenses (Appendix A)</b>	\$780	
<b>Total</b>		<b>\$8,000</b>

**Rationale**

We as a council recognize that we can not fully support and serve each event on campus by ourselves. For this reason, the proposal budget has been designed to provide the funds for other students and clubs to run their own events and initiatives. Students and clubs can make a proposal-funding request that will be brought to a vote before council. Following a successful approval by the TWUSA council, students are eligible to be disbursed a maximum of the amount that was approved at the Board of Governors meeting.



**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Pillar Budget Proposal**  
For the 2017-2018 School Year  
Proposed by Rachel Voth  
Pillar Editor-in-Chief

**Motion**

I move that the Trinity Western University Student Association allocate **\$68,535** to Pillar Yearbook for the 2017-2018 school year.

**Objectives**

Pillar exists to document and record the events of the year, and to produce a book that memorializes the year and its events. Throughout the year content is posted through social media as a way to engage with the student body and promote events. Using photo and video as well as a printed yearbook, Pillar provides a way of documenting the year for students to look back on in the future.

**Income**

Artona Grad Sitting	-\$4,000
Friesen's Equipment Incentive	-\$2,250
<b>TOTAL</b>	<b>-\$6,250</b>

**Expenses**

<b>Student Leadership Grants</b>		<b>\$17,200</b>
Editor-in-Chief	\$4,200	
Video Editor-in-Chief incentive	\$1,000	
Visual Editor	\$3,000	
Managing Editor	\$1,500	
Videographer	\$2,000	
Videographer	\$2,000	
Photographer	\$1,000	
Photographer	\$1,000	
Photographer	\$1,000	
Photographer (Fall Semester)	\$500	
<b>Publication Cost</b>		<b>\$42,000</b>
Yearbook	\$42,000	
<b>Camera Equipment</b>		<b>\$3,650</b>
Lens	\$2,200	
Lens adapter	\$1,000	
Lightroom presets	\$100	



**Trinity Western University Student Association  
AGM Budget 2017-2018**

Flash	\$350	
<b>Special Events</b>		<b>\$600</b>
Team Meetings	\$600	
<b>Office Stationery and Supplies</b>		<b>\$450</b>
Printer and ink	\$450	
<b>ACP</b>		<b>\$120</b>
Membership Fee	\$120	

<b>Subtotal</b>	\$57,770	
<b>Pre-AGM Expenses (Appendix A)</b>	\$10,765	
<b>Total</b>		<b>\$68,535</b>

**Rationale**

*Income*

The Grad sitting income is provided by Artona, the photographers that provide all of the grad portraits for students. The amount is from the sitting fee that Artona charges and transfers to Pillar. In the past this amount has been \$4,000, although the amount will be based on the number of graduating students.

*Student Leadership Grants*

Student leadership grants are to acknowledge the work of the Pillar team. The amounts for each position are based on the hours worked as well as the responsibility that is associated with the role.

*Publication Costs*

Friesen’s preliminary quote for printing 1,400 yearbooks, this includes shipping and other costs.

*Camera Equipment*

New Camera equipment is needed to produce video for Pillar, this includes a camera, lenses and adapters. This also includes a flash that need to be replaced.

*Office Supplies*

Pillars printers needs to be replaced.

*Special Events*

This goes towards team meetings, which has been raised because of the additional team members.



**Trinity Western University Student Association  
AGM Budget 2017-2018**

*ACP Membership*

The membership fee for The Associated Collegiate Press.



**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Mars' Hill Budget Proposal**  
For the 2017-2018 School Year  
Proposed by Katie Maryschuk  
Mars' Hill Editor-in-Chief

**Motion**

I move that the Trinity Western University Student Association allocate **\$45,445** to Mars' Hill for the 2017-2018 school year.

**Objectives**

Reflecting our mission statement, and considering the school year before us, our mission is straightforward: grow (the paper and the people), create a platform that reflects the legitimate Mars' Hill in the Bible where people could discuss any and everything, and making Jesus' name known. We do this through writing and the ever-relevant newspaper platform. This also looks like many different things for each person on the team: for editors, it means giving a voice to those on campus who need to be heard, who yearn for their story to be told, for those who have a desire to write and, expand their understanding of the world around them. For the visual team, it means creating artistic compositions, photos and illustrations that align with the stories being told. For the media team, it means growing our online presence through a new website and better media outreach that has the potential to impact on a bigger audience. For our leadership team, it means leading with authority and a foundation rooted in our very mission, and to lead with integrity but also grace. This is our hope and mission for the year.

**Income**

Advertising	-\$6,000
<b>TOTAL</b>	<b>-\$6,000</b>

**Expenses**

<b>Wages-Student Leadership Grants</b>		<b>\$29,500</b>
Editor-in-Chief	\$4,200	
Managing Editor	\$3,400	
Visual Editor	\$3,000	
Layout Editor	\$2,000	
News Editor	\$2,000	
Academy Editor	\$2,000	
Arts and Culture Editor	\$2,000	
Sports Editor	\$2,000	
Humour Editor	\$1,200	
Chief Copy Editor	\$1,200	
Photography Editor	\$1,000	
Illustration Editor	\$1,000	
Web Editor	\$1,500	



**Trinity Western University Student Association  
AGM Budget 2017-2018**

Media Editor	\$1,000	
Advertising & Finance Manager	\$1,000	
Previous Ad Manager	\$1,000	
<b>Communications</b>		<b>\$9,700</b>
Printing and Publications	\$9,700	
<b>Office Stationary and Supplies</b>		<b>\$200</b>
Printer toner, paper, and other supplies	\$200	
<b>Food Costs</b>		<b>\$900</b>
Production weekend food	\$900	
<b>Special Events</b>		<b>\$2,550</b>
Team Retreat	\$750	
Conferences	\$1,000	
T-shirts	\$800	
<b>Subtotal</b>	\$36,850	
<b>Pre-AGM Expenses (Appendix A)</b>	\$8,595	
<b>Total</b>		<b>\$45,445</b>

**Rationale**

*Wages*

An additional position was added this year to reflect the amount of work that the “Web/Online” Editor has done in the past. We are looking to grow our online presence this year in terms of both content and professionalism, and it has already proved to be most useful. The increase in grant allocation (non-existent to \$1,500.00) was added to reflect more accurately the amount of work that person will be doing, while slightly lowering the other role (from \$1,200.00 to \$1,000.00).

*Printing and Publication*

The cost of printing from Van Press (Black Press) for Consoweb (Electracote), Dependoweb (Pacifcote), Electrastar, Electrabrite & Newsprint increased by 3.8%. This is effective October 1st, 2017. At our rate of 20 pages and 1250 copies, the final cost is approximately \$32.49 per issue.

*Food Costs*

We have allocated \$100.00 for each production weekend to purchase food for the four team members (Editor-in-Chief, Managing Editor, Visual Editor, Layout Editor) that are present



## **Trinity Western University Student Association AGM Budget 2017-2018**

on production weekends. We do this as the cafeteria is often closed when we are editing, sometimes late into the night.

### *Team Retreat*

We are hoping to hold a Winter/Spring retreat for all 15 members of our team. This would hopefully be in Kelowna, B.C. as three out of our 15 members live there (parents) and this would bring costs down significantly.

### *Conferences*

We would love to be able to send three or four members to the Canadian University Press's National Collegiate Journalism Conference (NASH) held in Toronto, ON from January 4-7 of 2018. The cost lies at around \$1000 per person, so any funds available would offset the cost for each person.

### *T-shirts*

Mars' Hill traditionally gives out t-shirts at the year-end BBQ in April. We have brought our costs down from last year after having over 100 extra t-shirts to give away. We want to create something very special and unique to the year, so we are aiming to print/give away fewer shirts



**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Annual General Meeting Budget**

For the 2017-2018 School Year

Proposed by Caleb Barkowsky

Vice President of Finance

**Motion**

I move that the Trinity Western University Student Association allocate **\$298,700** to the Annual General Meeting Budget for the 2017-2018 school year.

<b>Total AGM Budget</b>		<b>\$298,700</b>
Fees Collected (Income)	\$280,775	
Carry over (from previous year)	\$24,925	
Carry-over for 2018-2019 year	-\$7,000	



**Trinity Western University Student Association  
AGM Budget 2017-2018**

**Appendix A**  
Pre-AGM Expenses  
For the 2017-2018 School Year

**Administrative Budget**

<b>Special Events</b>		<b>\$7,660</b>
Pre-SLOW	\$1,505	
SLO Week	\$3,875	
Qwanoes	\$2,280	
<b>Office Service</b>		<b>\$3,630</b>
Printing Supplies	\$1,605	
Coffee Bar Supplies	\$1,880	
Stationary and Supplies	\$145	
<b>Miscellaneous</b>		<b>\$660</b>
Broken Window – previous year	\$300	
Richmond supplement – previous year	\$360	
	<b>Total</b>	<b><u>\$11,950</u></b>

**Communications Budget**

<b>Communication Expenses</b>		<b>\$1,465</b>
T-shirts	\$1,125	
O-Day advertising	\$180	
Business Cards	\$110	
Issuu Publications	\$50	
	<b>Total</b>	<b><u>\$1,465</u></b>

**Faculty Budget**

<b>NATS Representative</b>		<b>\$200</b>
Ice Cream Social	\$200	
<b>Nursing Representative</b>		<b>\$150</b>
Ice Cream Social	\$150	
<b>Special Events</b>		<b>\$50</b>
Club Fair	\$50	
	<b>Total</b>	<b><u>\$400</u></b>

**Events Budget**

<b>Events</b>		<b>\$12,105</b>
Welcome Back BBQ	\$5,075	



**Trinity Western University Student Association  
AGM Budget 2017-2018**

Banana Challenge	\$380	
Dorm Skits	\$200	
Late Night with TWUSA	\$6,400	
<b>Equipment</b>		<b>\$2,070</b>
Speakers	\$2,070	
	<b>Total</b>	<b>\$14,175</b>

**Proposals Budget**

<b>Proposals Fund</b>		<b>\$780</b>
Funds allocated for student proposals	\$780	
	<b>Total</b>	<b>\$780</b>

**Pillar Budget**

<b>Camera Equipment</b>		<b>\$2,590</b>
Panasonic GH5	\$2,590	
<b>Furnishings</b>		<b>\$85</b>
<b>Computer Equipment</b>		<b>\$7,550</b>
iMacs	\$7,455	
Editing Software	\$95	
<b>Special Events</b>		<b>\$540</b>
Qwanoes	\$240	
SLO Week	\$300	
	<b>Total</b>	<b>\$10,765</b>

**Mars' Hill Budget**

<b>Communications</b>		<b>\$2,940</b>
Printing	\$2,610	
Newspaper Expansion	\$200	
Website Fee	\$65	
Website Template	\$65	
<b>Equipment Upgrades</b>		<b>\$1,080</b>
Technology Upgrades	\$400	
Adobe CC Subscription	\$340	
Google Drive 100GB Storage	\$30	
1TB Hard Drive	\$110	
Podcast Supplies	\$200	



**Trinity Western University Student Association  
AGM Budget 2017-2018**

<b>Office Stationary and Supplies</b>		<b>\$120</b>
General Supplies	\$120	
<b>Food Costs</b>		<b>\$200</b>
Production weekend food	\$200	
<b>Special Events</b>		<b>\$3,225</b>
SLO Week	\$1,495	
O-Day	\$140	
Qwanoes	\$1,440	
Kick-Off	\$150	
<b>Office/Miscellaneous</b>		<b>\$1,030</b>
ACP Membership	\$215	
CUP Membership	\$190	
Renovations	\$375	
Miscellaneous	\$250	
	<b>Total</b>	<b>\$8,595</b>