

**Minutes of Meeting
OPIRG Board of Directors
June 29, 2006
The Grey House, 51 Bader Lane, Kingston**

Present: George, Holly, Gabrielle, Tracy, Sayyida, Dave, Lynnette

- 1) The minutes from the June 12 meeting of the board were adopted as circulated.
- 2) Tracy reported on the latest break-in. We again lost stamps and petty cash. The upstairs offices were even more seriously vandalised. Tracy is talking to both Campus Security and AMS in an attempt to obtain better security for us with either a metal door, alarm system or some other means.
- 3) Tracy reported on The work Chris has been doing for the PHP and how helpful and competent he is proving to be. Already we have 150 journals catalogued and the beginnings of a web site. (opirgkingston.org) He will probably do a groundswell interview and perhaps organize a speaker.
- 4) Summer holidays were discussed. With the summer board, only 4 is needed for quorum, and 3 of us will be in Kingston throughout.

The following are the dates for future meetings: (4:30 p.m.)

- July 12
- July 26
- August 9
- August 23

The volunteer appreciation event will take place in late August

- 5) The remainder of time was spent discussing next year's budget. There seemed to be much confusion regarding the budgeting process, and this was not entirely cleared up. I will forward also a copy of this past year's budget alongside with the actual amounts spent to the end of May. The discussion will continue next meeting. The following points were brought up:
 - a) Budget figures could be viewed as imaginary amounts, set by ourselves, solely for the purpose of better information for management of our finances, and an early warning of potential problems. Being "on target" may be of little importance - We are more interested in the difference between our plans and reality as the year progresses.
 - b) The levies and local income are approximately equal to our 'fixed' costs of salaries, Accounting fees and utilities. Discretionary spending, e.g. the costs of the projects and activities we plan, is mainly covered by the PIRG Provincial Grant, (\$14,000) and any new income we generate in addition.

c) The projects could be described as a single item such as \$3000 available to support the viability of the year's projects. Where we do the financial support of each group, only the eventual income or loss is relevant to our own income statement. We may want to reorganize our computer system to show the detail in individual projects.

d) It was also raised that while it is important to separate what money is at the discretion of the Board and what belongs to working groups, we could keep working group revenues and expense line items on our books because these groups are affiliated with OPIRG so we should know what is going on with them in general and in a financial way.

Their money is funneled through us as an organization so we have a responsibility to know what is done in our name. It will also give us an opportunity to anticipate if working groups are in financial need. If those numbers are not on our books we can only be reactionary to their need.

e) Budget discussions could be more philosophical and less concerned with numbers

f) Some of the points already discussed:

All book purchases are reimbursed courtesy of CUSEN.

The extra amt spent on Board Training last year was good value.

Budget discussion will continue next meeting.