



**MCMASTER STUDENTS UNION
INCORPORATED**

TAKE NOTICE that there will be a meeting of MCMASTER STUDENTS UNION INCORPORATED (the Corporation) on Sunday, June 8, 2014, at 10:00 am, local time, for the following purposes.

1. To confirm election of the Directors (4) of the Corporation for 2014-2015;
2. To confirm election of the Officers of the Corporation for 2014-2015;
 - a. President
 - b. Vice-President (Administration)
 - c. Vice-President (Finance)
 - d. Vice-President (Education)
3. To appoint the Secretary for the Corporation for 2014-2015;
4. To appoint the auditors for the Corporation for 2014-2015;
5. To delegate setting of remuneration of auditors;
6. To transact any further business that may properly come before the meeting.

Dated at Hamilton, Ontario, this 28 day of May, 2014 BY ORDER OF
THE BOARD OF DIRECTORS.

Jessica Bauman
Corporate Secretary

MOTIONS:

1. Moved by _____, seconded by _____ that the Full Members of the Corporation confirm the election of Teddy Saull, Jacob Brodka, Scott Mallon, and Rodrigo Narro Perez as Directors of the Corporation for 2014-2015.
2. Moved by _____, seconded by _____ that the Full Members of the Corporation confirm the election of officers as follows for 2014-2015: Teddy Saull as President, Jacob Brodka as Vice-President (Administration), Scott Mallon as Vice-President (Finance), and Rodrigo Narro Perez as Vice-President (Education).
3. Moved by _____, seconded by _____ that the Full Members of the Corporation appoint Jessica Bauman as the Secretary to the Corporation for 2014-2015.
4. Moved by _____, seconded by _____ that the Full Members of the Corporation approve the appointment of KPMG LLP (Canada) as the Corporation's auditors for 2014-2015.
5. Moved by _____, seconded by _____ that the Full Members of the Corporation delegate the setting of remuneration of the auditors to the Board of Directors.



McMaster Students Union Incorporated Meeting
Sunday, June 8, 2014 – SRA 14D
Burke Sciences Building 121

Called to Order at 10:09am

CALL OF THE ROLL

Present	Abbas, Brodka, Chennabathni, Chivukula, Craig, D'Angela, D'Mello, Gill, Gillis, Jama, Khanano, King, Lehwald, Mallon, Mazza, Modi, Mohamed, Narro Perez, Nestico-Semianiw, Nolan, Oliveros, Osazuwa, Paul, Saull, Soubas, Tambakis, Tweedie, Wilson, Zacharewicz
Absent Excused	Gillies (LOA), Kousoulas (LOA), Mordhorst (LOA), Seevaratnam (LOA)
Absent	
Late	Dufault
Others Present	Natasha Sandhu (SRA Services Commissioner), Elise Milani (Observer), Mike Cheung (MSU Speaker), J. Bauman (Recording Secretary)
Chair	Teddy Saull

BUSINESS

1. To Confirm the Election of the Directors of the Corporation for 2014-2015

Moved by Osazuwa, **seconded** by Chivukula that the Full Members of the Corporation confirm the election of Teddy Saull, Jacob Brodka, Scott Mallon, and Rodrigo Narro Perez as Directors of the Corporation for 2014-2015.

In Favour: 26 Opposed: 0 Abstentions: 3
Abstentions: Brodka, Mallon, Narro Perez
Motion Passes

2. To Confirm the Election of the Officers of the Corporation for 2014-2015

Moved by Osazuwa, **seconded** by D'Mello that the Full Members of the Corporation confirm the election of officers as follows for 2014-2015: Teddy Saull as President, Jacob Brodka as Vice-President (Administration), Scott Mallon as Vice-President (Finance), and Rodrigo Narro Perez as Vice-President (Education).

In Favour: 26 Opposed: 0 Abstentions: 3
Abstentions: Brodka, Mallon, Narro Perez
Motion Passes

3. To Appoint the Secretary of the Corporation for 2014-2015

Moved by Osazuwa, **seconded** by Mallon that the Full Members of the Corporation appoint Jessica Bauman as the Secretary to the Corporation for 2014-2015.

Passes by General Consent

4. To Appoint the Auditors for the Corporation for 2014-2015

Moved by Osazuwa, **seconded** by Mohamed that the Full Members of the Corporation approve the appointment of KPMG LLP (Canada) as the Corporation's auditors for 2014-2015.

- Gillis asked what the process was to select the auditing firm.

- Mallon stated that the MSU used to have a contract with Deloitte, but we were not happy with the relationship. Mallon noted that the switch to KPMG was recent, and the accounting group is very happy with the work.

Passes by General Consent

5. To Delegate Setting of Remuneration of the Auditors

Moved by Osazuwa, **seconded** by Tweedie that the Full Members of the Corporation delegate the setting of remuneration of the auditors to the Board of Directors.

Passes by General Consent

6. WGEN Budget

Moved by Mallon, **seconded** by Khanano that the Full Members of the Corporation approve the Operating Budget for the Women's & Gender Equity Network.

- Mallon stated he circulated a memo with the budget. The budget was created in consultation with the General Manager and Comptroller. Mallon stated there was enough money allocated to run the pilot for the first year. If the pilot were successful, the budget would be revised for future years.
- Abbas ceded to E. Milani. Milani asked if the liaison would be a paid position.
- Mallon stated this was something that was still to be worked out, and the wages could always be added into the budget. Mallon stated that Executive Board had not approved job descriptions, so he was not sure what would be happening with the positions. Mallon stressed that additional funding for wages could be provided if necessary.
- D'Angela thought this was a great budget for a pilot program. D'Angela did not think a coordinator needed to be working 16 hours per week for a pilot project. D'Angela suggested that the pilot begin small and grow from there. D'Angela stated that a proposal to double the budget did not make sense at this time, as no PTM had been hired. D'Angela stated the proposed budget was in line with the budgets of other services.
- Guarna ceded to Milani. Milani stated she was not asking for the budget to be doubled; Milani was asking that the Assembly consider allocating an additional \$3500 for programming. Milani stated the coordinator would be starting from scratch. The WGEN would not have a secure location, the coordinator would have to find space weekly or monthly, and the cost of rooms was unknown. Milani stated that if the cost of room bookings was to come out of the WGEN budget, the proposed \$2000 was not enough. Milani stated the WGEN could reach thousands of students, and the intention was to run huge, campus-wide, campaigns. Milani noted a large campaign would cost a significant amount of money. Milani stated that the mental health campaign run last year received a lot of great traction, and the WGEN was planning to run a similar campaign on consent. Milani stated the Assembly needed to allocate more money for events. Milani stated that an additional \$3500 for events would put the WGEN in line with other services. Milani stated that some members have compared the needs of the WGEN to other pilot programs, but there are no comparisons. Milani stated that the Assembly was not giving enough funding to make the pilot successful.
- Mallon noted that a PTM had not yet been hired, and no campaigns had been planned. Mallon stated that once a PTM was hired, that person would decide what events and campaigns should be run. Mallon stated that in terms of funding for larger campaigns, the MSU was not responsible for funding the campaigns completely. With the mental health campaign, the MSU collaborated with the University and community groups to help mitigate the costs. Mallon noted that in the past, PTMs had gone to the VP Finance for additional funding for new events, and if the event had been well planned and thought out, these PTMs were given the additional funding requested. Mallon asked the Assembly to keep this in mind when voting on the budget.
- Abbas did not think it would hurt to go back to the drawing board since there were concerns with the budget. Abbas stated it was a dangerous precedent to set a baseline budget, because every service had different needs. Abbas stated that the WGEN had different needs from other services. Abbas thought the budget was

hastily created and was being pushed through. Abbas stated it would be prudent to send the budget back to be worked on rather than scrambling for money later.

- D'Angela stated that the argument to bring the WGEN budget in line with other service did not make sense, as it is a pilot project. D'Angela stated that the Executive Board would be unable to hire a PTM until a budget was approved. If the Assembly did not pass the budget, it would cripple the service and they would be unable to have anything ready to promote during Welcome Week. D'Angela stated that passing the proposed budget was prudent. D'Angela could not see the PTM being rejected for additional funding by the VP Finance or Executive Board if the project was well thought out. D'Angela added that to state that it would be difficult to find an additional \$3500 was not fair, and it was not difficult to find additional funding. D'Angela encouraged the Assembly to pass the budget, and once the PTM and staff were hired, discussions to increase the budget could be had. D'Angela did not think it made sense to put more money into a service without a PTM having been hired.
- Paul was uncomfortable with allocating more money off the bat. Paul stated it would be up to the PTM to set the direction of the WGEN. Paul noted a consent campaign would be a great even to run, but no one knows what programming would come out of the pilot. Paul stated the essence of a pilot was trial and error. Paul did not think anyone around the table would refuse allocating more funds to the WGEN later in the year. Paul stated that the Assembly could vote down the budget, but he did not think that made sense.
- Mallon stated that the direction for the pilot had not been set. Without hiring a PTM, the only other body that would have any business to set the direction would be Executive Board and perhaps the Services Committee. Mallon noted that the Services Committee would be unable to meet until the July SRA meeting. After July, the earliest a budget could come forward to the SRA would be September. Mallon stated that if the Assembly voted down the budget, no PTM would be hired, and no one would be working towards setting a direction for the pilot. Mallon stated that without a PTM, there would not be any plans or campaigns to be run by the pilot. Mallon stated that if the budget did not pass, the Assembly was handcuffing the service not to get up and running until the end of September at the earliest.
- Khanano ceded to Milani. Milani asked the Administrative Assistant what the procedure was when the Peer Support Line Coordinator was hired in 2012, as they were hired before a budget was passed.
- The Administrative Assistant advised that two volunteer coordinators were performing the work for the Peer Support Line during its pilot phase.
- Milani stated that the Board won this time, and asked the Assembly to pass the budget. Milani stated she would like a guarantee that the MSU would pay a WGEN liaison and to guarantee that the WGEN Coordinator would be paid for 16 hours per week. Milani stated she wanted these guarantees because they were proposed in the budget and job descriptions that the ad hoc committee created last year. Milani added that the idea of the WGEN liaison came from last year's MSU President, who said the MSU needed to move away from not paying employees. Milani stated that the WGEN liaison needed to work with the University to find full-time staff and a permanent space for a Women's Centre. Milani noted the liaison would not need to work more than four hours a week. Milani stressed it was important to pay people for the work they were doing. Milani stated it was going to be hard to see a women's centre come to fruition.
- Guarna stated if the sentiment from former ad hoc committee members was to pass the budget, the Assembly should pass the budget. Guarna stated the Assembly needed to be careful about setting the precedent that if a service needed more money, money would be found. Guarna worried that every service would be coming forward for additional funds.
- Mallon stated it was not a precedent for any service to ask for additional funds. Mallon stated if a PTM had a specific event they wanted to run and needed more money, they could go to the VP Finance or Executive Board with a proposal. If the event was well planned and proposed, that service would receive the additional funds, and if not, the PTM would be asked to go back and do more work on the event. Mallon stated that the WGEN was a pilot, and pilot programs constantly change. Mallon stated that when the Peer Support Line ran as a pilot program, the service was over budget. After completing their first year as a service, the PSL was under budget. Mallon stated that once programming was underway and the WGEN had a better idea as to what events were happening, changes could be made. Mallon stated that if the pilot was successful, he would have a better foundation to work off of to create the budget for next year.

Moved by Mallon, **seconded** by Khanano that the Full Members of the Corporation approve the Operating Budget for the Women's & Gender Equity Network.

Vote on Motion

Passes Unanimously

7. Capital Allocation – MSU Main Office Chairs

Moved by Mallon, **seconded** by Nolan that the Full Members of the Corporation allocate \$5,500 from the Capital Growth Fund to purchase chairs for the MSU Main Office.

- Mallon stated a memo was circulated. Many of the chairs in the main office are in poor condition, similar to the chairs in the committee room. Mallon noted this was the allocation motion, and there would be a separate motion for the expenditure. Mallon explained that the amount was on the highest end; this would budget for the most expensive chair quoted, but the chair the full-time staff would likely order would be \$100 less. Mallon stated it was important to keep the morale of the full-time staff high. Mallon noted the full-time staff spend a lot of time at their desks, and this was a small gesture the organization could make.
- D'Angela asked why the less expensive chair was being selected.
- Mallon stated that the chairs provided in the quote were brought in on a trial basis, and the less expensive chair had received better reviews from the staff.
- D'Angela asked who the supplier was.
- Mallon stated the chairs would be ordered through the MSU's office supplies supplier, Lyreco. Mallon stated the MSU had a good relationship with Lyreco, and having purchased new chairs for *The Silhouette* and the possibility of chairs for the full-time staff and the committee room, Lyreco talked about giving a discount.
- Guarna asked if the SRA/SWHAT office could receive new chairs at the same time.
- Brodka stated that after hearing the Assembly's thoughts about the committee room, he noted the SRA office could be tacked onto the project as well. Brodka stated it was on his radar.

Vote on Motion

In Favour: 25 Opposed: 1 Abstentions: 4
Opposed: D'Angela
Abstentions: Gillis, Khanano, Soubas, Abbas
Motion Passes

8. Capital Allocation – Underground Media & Design Office Chairs

Moved by Mallon, **seconded** by Nolan that the Full Members of the Corporation allocate \$1,700 from the Capital Growth Fund to purchase office chairs for the Underground Media & Design.

- Mallon stated that Underground is also in desperate need of new chairs. One designer cuts himself on his chair almost every day, and the Service Coordinator had a dress ruined by one of the chairs. Mallon explained that the allocation was separate, as the capital charge and amortization would be applied to Underground's budget rather than the administration budget.
- Gillis asked if the same chairs would be ordered.
- Mallon stated they would be the same as the main office chairs.

Vote on Motion

In Favour: 25 Opposed: 0 Abstentions: 5
Abstentions: Khanano, Soubas, Abbas, Gillis, D'Angela
Motion Passes

9. Capital Expenditure – MSU Main Office Chairs

Moved by Mallon, **seconded** by D’Mello that the Full Members of the Corporation expend \$5,500 from the Capital Growth Fund to purchase chairs for the MSU Main Office.

- Osazuwa asked what would happen if the total cost for the chairs were under \$5500.
- Mallon explained that the additional funds would stay in the Capital Growth Fund. Mallon stated that the motion allows up to \$5,500 to be spent, but nothing more.

Vote on Motion

In Favour: 25 Opposed: 1 Abstentions: 4
Opposed: D’Angela
Abstentions: Gillis, Khanano, Soubas, Abbas
Motion Passes

10. Capital Expenditure - Underground Media & Design Office Chairs

Moved by Mallon, **seconded** by Chivukula that the Full Members of the Corporation expend \$1,700 from the Capital Growth Fund to purchase office chairs for the Underground Media & Design.

In Favour: 24 Opposed: 1 Abstentions: 3
Opposed: D’Angela
Abstentions: Gillis, Khanano, Abbas
Motion Passes

11. Capital Expenditure - AVTEK (Audio Upgrade A)

Moved by Mallon, **seconded** by Osazuwa that the Full Members of the Corporation expend \$13,110.26 from the Capital Growth Fund to purchase two (2) Lab Gruppen FP+10000Q 120V speakers and one (1) Ashly Protea amplifier

- Mallon stated that the equipment was budgeted for and the allocations were approved as part of the Capital Budget back in April. Mallon stated that if the equipment was purchased now, it would be installed and ready to be used for Welcome Week.

Vote on Motion

In Favour: 28 Opposed: 0 Abstentions: 1
Abstentions: Dufault
Motion Passes

12. Capital Expenditure - AVTEK (Audio Upgrade B)

Moved by Mallon, **seconded** by Narro Perez that the Full Members of the Corporation expend \$12,939.63 from the Capital Growth Fund to purchase two (2) Lab Gruppen FP+10000Q 120V speakers and one (1) Behringer S16 amplifier.

In Favour: 29 Opposed: 0 Abstentions: 0
Motion Passes

13. Capital Expenditure – AVTEK (Lighting Package A)

Moved by Mallon, **seconded** by Lehwald that the Full Members of the Corporation expend \$14,549.88 from the Capital Growth Fund to purchase twelve (12) Chauvet Intimidator Spot 350 LED lights.

- Mallon stated this would upgrade AVTEK's lighting. Currently, the lighting for concerts is rented out.
- Chivukula asked if delivery had been accounted for in the pricing.
- Mallon stated that if there was a delivery cost, it would come out of AVTEK's budget. Mallon noted that the AVTEK Technical Coordinator had a good relationship with the company, and delivery might be free.
- Soubas asked if the Assembly should be certain of the delivery cost before the lights are purchased.
- Mallon encouraged the Assembly to vote in favour of the motion, as it would not be difficult to get the lights to campus. Mallon stated a U-Haul could be rented if needed.

Vote on Motion

In Favour: 28 Opposed: 0 Abstentions: 1
Abstentions: Gillis
Motion Passes

14. Capital Expenditure – AVTEK (Lighting Package B)

Moved by Mallon, **seconded** by D'Mello that the Full Members of the Corporation expend \$13,955.50 from the Capital Growth Fund to purchase ten (10) Chauvet Intimidator Wash Zoom 350 IRC lights.

- Jama asked what the difference was between each lighting package and why AVTEK needed so many lights.
- Mallon stated that each light was a different model. Mallon stated that the currently lighting is not good enough for concerts. Mallon noted that with an improved lighting show, AVTEK would be able to go outside clients and put on a more professional concert. Mallon stated it would help to grow the AVTEK brand.
- Jama asked if the money made would come back to students.
- Mallon stated the money would come back to the MSU. Mallon stated the lights would pay for themselves over time.
- Gillis asked what the lifespan of the lights was.
- Mallon stated they would be depreciated over the next ten year.
- Oliveros added that according to the website, the lights have a 50,000-hour life expectancy.

Vote on Motion

In Favour: 29 Opposed: 0 Abstentions: 0
Motion Passes

15. Capital Expenditure – AVTEK (Lighting Package C)

Moved by Mallon, **seconded** by Mohamed that the Full Members of the Corporation expend \$4,321.12 from the Capital Growth Fund to purchase four (4) Martin Atomic 3000 strobe lights and 48 clamps.

In Favour: 28 Opposed: 0 Abstentions: 1
Abstentions: Gillis
Motion Passes

ADJOURNMENT

Moved by Mallon, **seconded** by Chivukula that the meeting be adjourned.

Passes by General Consent

Adjourned at 10:57am

/jb



MEMO

From the office of the...

Vice-President Finance

TO: Student Representative Assembly
FROM: Vice President (Finance)
SUBJECT: WGEN Budget
DATE: June 2, 2014

Dear Assembly,

The budget for the Women and Gender Equity Network has been created and circulated. The budget was prepared by the comptroller, Maggie Gallagher, and I. The budget is based loosely on the numbers put forward in the SPARK budget with some changes to reflect the operations of WGEN.

Wages are based on the Job Descriptions that are currently being worked on and should be passed at the Executive Board meeting on Thursday, June 5. The coordinator will be the only paid staff member who will work 12hrs/week at \$13.00/hr for a maximum of 32 weeks in the year. This works out to roughly \$5000 plus benefits.

I believe that with this budget the pilot will have the opportunity to be run effectively and with great success.

If you have any questions please do not hesitate to ask.

Sincerely,

Scott Mallon
Vice President (Finance)
vpfinance@msu.mcmaster.ca

McMaster Student's Union
Dept. 0308 - Women's & Gender Equality Network
Approved Budget 2014-2015

2014-15
 PROPOSED
 BUDGET

All:			
5003-0308	WGEN - OFFICE SUPPLIES	60.00	
5101-0308	WGEN - TELEPHONE	60.00	
6103-0308	WGEN - ANNUAL CAMPAIGNS	2,000.00	
6494-0308	WGEN - VOLUNTEER RECOGNITION	500.00	
6501-0308	WGEN - ADV. & PROMO.	2,000.00	
6804-0308	WGEN - TRAINING EXPENSE	500.00	
7001-0308	WGEN - WAGES	5,000.00	
7101-0308	WGEN - BENEFITS	250.00	

	Total All	10,370.00	

			Rate @ \$13.00/hr
			\$ - summer hours - max 100
			\$ 4,992.00 School - 12 hrs/wk (max 32 wks)
			\$ 4,992.00 Total Wages
			\$ 249.60 Total Benefits (@ 5%)
			\$ 5,241.60



MEMO

From the office of the...

Administrative Assistant

TO: Full Members of the Corporation
FROM: Jess Bauman, Administrative Assistant
SUBJECT: Chairs for MSU Main Office & Underground
DATE: June 2, 2014

Dear Assembly,

Office ergonomics is a terribly boring, yet very important, topic. A poorly outfitted workstation can lead to chronic headaches and eyestrain, neck and back pain, and can cause tendon problems caused by repetitive tasks. Preventing ergonomic injuries is very simple and cost effective for the MSU.

While most of our full time staff members will purchase small equipment as needed, such as monitor risers or a wrist pad, new office chairs can become quite pricey. The majority of the full time staff has indicated they need new office chairs. We could purchase chairs individually from various office supply budgets; however, with the precedent set by *The Silhouette* in ordering all new chairs for the office as a capital expenditure, I am hoping that we can do the same for the main office.

At the time of submission, the full time staff was testing out two different office chairs. Both chairs are excellent for the value and support they will provide the staff.

Both styles of office chair feature:

- **tension adjustment** - increase or decrease to match body weight
- **seat height** - raise or lower to allow your feet to rest flat on the floor
- **back height** - raise or lower to position lumbar support in personal lumbar area
- **back angle** - adjust the angle of your torso in relation to your thighs
- **arm height** - raise or lower to support your forearms
- **waterfall edge seat** - reduces pressure at the back of the knee

The chairs range between \$250 - \$290 per chair, plus applicable taxes.

I know it seems like many features and a high cost for a single chair. For comparison, the chairs that *The Silhouette* purchased feature only the tension adjustment, seat height, and waterfall edge seat, and cost just over \$200 per unit (plus tax). We could easily have each staff member pick out a personalize chair - however, in a transient organization such as the MSU, chairs that can be customized for many are preferable over purchasing a unique chair for each person.

I would like to request that the Full Members of the Corporation allocate and expend up to \$5500.00 from the Capital Growth Fund for new office chairs.

By allocating and expending these funds, it will allow the MSU to purchase the more expensive chair (if that is the one chosen by the staff) and will account for any applicable taxes.

The chairs would be allocated to the following offices:

- Reception Clerk (1)
- Administrative Assistants (2)
- Accounting Office (3)
- Communications Officer (1)
- Board of Directors (4)
- Elections Office (1)
- Comptroller (1)
- Student Life Development Coordinator (1)
- General Manager (1)
- Network Administration (1)

We recognize that most of these offices have additional chairs – whether it is the accounting office providing seating for people to pay bills or guest seating in an office – but we are not convinced that these “extra” seats require an ergonomic chair. As required, we will investigate replacing any additional chairs.

You will notice that there is another motion to allocate and expend funds for new chairs for the Underground. As Underground has their own budget, it makes the most sense to depreciate the chairs from their budget instead of from the Administration budget.

And if you're thinking that the Committee Room is in desperate need for new chairs, you are absolutely right! The Board will provide an update on the Committee Room during the SRA training weekend.

If you have any questions, please do not hesitate to contact me.

Best,
Jess



Jess Bauman
Administrative Assistant

P: 905.525.9140 x26255
E: asstadmin@msu.mcmaster.ca

McMaster Students Union
McMaster University
1280 Main St. W.
MUSC Room 201
Hamilton, ON, L8S 4S4
www.msu.mcmaster.ca

OFFICES TO GO FULL TIME MEDIUM BACK MULTI-TILTER CHAIR, ERGONOMIC, BLACK

Product Code: 5.382.981



246.99 CAD per Each (1)

Description

Extra-thick cushions Height and width adjustable arms Durable polyurethane armcaps Forward tilt – infinite angle Seat height range: 17 1/2" to 21 1/2" 24 1/2"W x 25"D x 41"H, Black, Each



**SEE THIS PRODUCT
IN YOUR CATALOGUE
page 376**

All prices quoted on this page are correct at the time of printing but are subject to alteration without prior notice.

OFFICES TO GO IBEX MID BACK MULTI-TILTER

Product Code: 6.582.875



284.83 CAD per Each (1)

Description

Infinite position tilt lock and tilt tension adjustment Multi-tilter mechanism Air flow mesh back Adjustable lumbar support Height adjustable "T" arms with urethane armcaps Seat height range: 17 1/2" to 21 1/2" 26"W x 27"D x 39 1/2"H, Black, Each



**SEE THIS PRODUCT
IN YOUR CATALOGUE
page 374**

All prices quoted on this page are correct at the time of printing but are subject to alteration without prior notice.

OFFICES TO GO STRADIC MID BACK TILTER MANAGEMENT CHAIR, MESH BACK, BLACK

Product Code: 6.011.612



202.64 CAD per Each (1)

Description

Height adjustable "T" arms with SSU armcaps. Medium back tilter with mesh back and upholstered seat. Tilt tension control. Seat height range: 15 1/2" to 20 1/2". 25"W x 23 1/2"D x 35 1/2"H, Black, Each



**SEE THIS PRODUCT
IN YOUR CATALOGUE
page 373**

Similar products



**GLOBAL OFFICES TO GO SIX 16 MEDIUM
BACK MULTI-TILTER CHAIR, ERGONOMIC,
BLACK**

Product Code: 3.787.417

225.17 CAD per Each

All prices quoted on this page are correct at the time of printing but are subject to alteration without prior notice.



MEMO

From the office of the...

Vice-President Finance

TO: Student Representative Assembly
FROM: Vice President (Finance)
SUBJECT: Avtek Capital Expenditures
DATE: April 10, 2015

Dear Assembly,

In the Capital Budget for 2014/2015 Avtek was allocated a total of \$65,775 for sound and lighting packages. The quotes that were circulated in the package are the break down for those packages.

For the equipment to be used for Welcome Week and Homecoming productions they must be ordered shortly after the meeting on Sunday. It takes a considerable amount of time to have them delivered and assembled and Avtek would like to have this equipment up and running for the return of students.

If you have any questions please do not hesitate to ask.

Sincerely,

A handwritten signature in black ink, appearing to read "S Mallon".

Scott Mallon
Vice President (Finance)
vpfinance@msu.mcmaster.ca



976 Meyerside Dr
Mississauga, ON
L5T 1R9

TEL: 905-795-0888
FAX: 905-795-7753
www.ashenwhite.com

To: MSU AVTEK

From: Warren Potter
warrenp@ashenwhite.com

Audio Upgrade Package - May 20, 2014

Ashen White would be pleased to provide the following equipment.

Equipment	Retail	Discount Price	Qty.	Amount
Lab Gruppen FP+10000Q 120V SP	7919.00	5226.00	2	\$ 10,452.00
Ashly Protea 4.8SP (Amplifier Interface Module)	1435.00	1150.00	1	\$ 1,150.00
Delivery & Installation Not Included. Pricing based on Package Deal.				
Sub-Total:				\$ 11,602.00
HST:				\$ 1,508.26
Total:				\$ 13,110.26

Quote Valid For 30 Days.

Please call 905-795-0888 and ask for Warren if you have any questions. Thank you for your interest.

Yours Truly,
Warren Potter



976 Meyerside Dr
Mississauga, ON
L5T 1R9

TEL: 905-795-0888
FAX: 905-795-7753
www.ashenwhite.com

To: MSU AVTEK

From: Warren Potter
warrenp@ashenwhite.com

Audio Upgrade Package - June 2, 2014

Ashen White would be pleased to provide the following equipment.

Equipment	Retail	Discount Price	Qty.	Amount
Lab Gruppen FP+10000Q 120V SP	7919.00	5226.00	2	\$ 10,452.00
Behringer S16 (Amplifier Interface Module)	1430.00	999.00	1	\$ 999.00
Delivery & Installation Not Included. Pricing based on Package Deal.				
Sub-Total:				\$ 11,451.00
HST:				\$ 1,488.63
Total:				\$ 12,939.63

Quote Valid For 30 Days.

Please call 905-795-0888 and ask for Warren if you have any questions. Thank you for your interest.

Yours Truly,
Warren Potter



976 Meyerside Dr
Mississauga, ON
L5T 1R9

TEL: 905-795-0888
FAX: 905-795-7753
www.ashenwhite.com

To: MSU AVTEK

From: Warren Potter
warrenp@ashenwhite.com

New Lighting Package May 21, 2014

Ashen White would be pleased to provide the following equipment.

Equipment	Retail	Discount Price	Qty.	Amount
Chauvet Intimidator Spot 350 LED	1550.00	1073.00	12	\$ 12,876.00
Delivery & Installation Not Included. Pricing based on Package Deal.				
			Sub-Total:	\$ 12,876.00
			HST:	\$ 1,673.88
			Total:	\$ 14,549.88

Quote Valid For 30 Days.

Please call 905-795-0888 and ask for Warren if you have any questions. Thank you for your interest.

Yours Truly,
Warren Potter



976 Meyerside Dr
Mississauga, ON
L5T 1R9

TEL: 905-795-0888
FAX: 905-795-7753
www.ashenwhite.com

To: MSU AVTEK

From: Warren Potter
warrenp@ashenwhite.com

New Lighting Package June 2, 2014

Ashen White would be pleased to provide the following equipment.

Equipment	Retail	Discount Price	Qty.	Amount
Chauvet Intimidator Wash Zoom 350 IRC	1720.00	1235.00	10	\$ 12,350.00
Delivery & Installation Not Included. Pricing based on Package Deal.				
Sub-Total:				\$ 12,350.00
HST:				\$ 1,605.50
Total:				\$ 13,955.50

Quote Valid For 30 Days.

Please call 905-795-0888 and ask for Warren if you have any questions. Thank you for your interest.

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To: MSU AVTEK

From: Warren Potter
warrenp@ashenwhite.com

New Lighting Package May 21, 2014

Ashen White would be pleased to provide the following equipment.

Equipment	Retail	Discount Price	Qty.	Amount
Martin Atomic 3000 Strobe (Specify Voltage on Order)	1260.00	860.00	4	\$ 3,440.00
Clamps		8.00	48	\$ 384.00
Delivery & Installation Not Included. Pricing based on Package Deal.				
<u>Sub-Total:</u>				\$ 3,824.00
HST:				\$ 497.12
Total:				<u>\$ 4,321.12</u>

Quote Valid For 30 Days.

Please call 905-795-0888 and ask for Warren if you have any questions. Thank you for your interest.

Yours Truly,
Warren Potter