



**ACTUARIAL STUDENTS'
NATIONAL ASSOCIATION**

**SEPTEMBER 17th,
2004 MEETING
MINUTES**

MEETING MINUTES- ENGLISH

**Actuarial Students' National Association
September 2004 Meeting
Minutes**

Montréal – Toronto – Winnipeg – Calgary – Edmonton
Guest Universities
York University – University of Alberta – University of Regina

1. Opening of the meeting - President

- a) The meeting was opened at 4:00 PM (Eastern Time) by Heidi Garand.
- b) Introduction of everybody

2. Adoption of Agenda – ALL

- a) The agenda was adopted

3. Adoption of the Minutes of the Last Meeting – ALL

- a) The employer bank committee would like the name of Mélanie Nadeau Roy to be added as person who suggested the creation of the employer bank.
- b) The minutes were adopted with the modification.

4. Nomination of the Secretary

- a) Carl Lussier (ASNA's secretary) is given responsibility for the minutes of this meeting.

5. Committees' Updates

- a) Convention Committee – University of Calgary
 - Four companies confirmed they will have speakers
 - Friday night events will take place at Cowboy's
 - Saturday night will have sporting events taking place such as
 - Volleyball
 - Hockey
 - DodgeBall
 - Other events that are non sports related will also be held
 - The University of Calgary will be covering the cost of the Saturday night events
 - Speakers are still needed for the opening & the closing of the convention. SOA didn't get back to them yet
 - Jetsgo got back to them, they're offering 1 free tickets per 25 tickets purchased. The committee is still waiting for Tango's answer for group fare.
 - The committee will be looking at flight fare for preceding and succeeding days of the weeks surrounding the convention.
 - Hotel rates are confirmed at 99 \$ per night / per room for the period the participants wants it to be as long as they mentioned they're part of the ASNA convention.
 - Shuttle services from they airport will cost 11\$ one way and 17 \$ both way per person. The service is offered each half-hour.

- Reservation for hotel rooms need to be done with the Palliser by December 7th.

b) Finance Committee – University of Toronto

- October 1st is the deadline to finalize with sponsors
- Up to now, 6 gold sponsors and 2 silver sponsors are presents.
- No diamond and no bronze sponsor were found so far.
- University of Manitoba will send contact of Great West Life
- University of Regina will send contact of Co-operators
- The committee tried to approach U.S. companies but so far no other contact than Cigna were made.
- Ticket price was set at 80\$ which will allow some subsidization towards participants flying in.
- A rough estimate of 190 student participants was taken (University of Waterloo not included).

c) Publicity Committees – University of Manitoba

- A poster has been created while waiting for the list of sponsors, this poster will represents all universities that are members of ASNA.
- Each University should send a logo of their school to Giang Nguyen (University of Manitoba) in 300 DPI.
- T-shirts are priced at 5\$, women will get a smaller size instead of the stretching material.
- When tickets are sold, the participants desired t-shirt size should be noted.
- Posters are priced at 2\$ per posters. A round table was made to decide on the numbers of posters that are needed.
- Deadline of November 15th to sell the tickets to the convention.
- No printed tickets will be mailed to the universities.
- Transportation cost subsidization deadline was set to October 15th in order to use it as marketing.

d) Magazine Committee – UQAM – University of Waterloo

- UQAM
 - They're missing addresses to send the magazine
 - University of Waterloo
 - University of Toronto
 - University of Western Ontario
 - University of Calgary
 - Other problem, they didn't receive the money from the sponsors yet, so they're short on money to print and ship the magazine.
 - UW shouldn't seek sponsorship right now given that potential sponsors have already been approached by UQAM.
 - In order to provide a figure for UQAM, SFU spent 1500 \$ on printing. Shipping cost weren't included within that amount.

- University of Waterloo
 - A brochure to introduce ASNA to other universities was created for University Laval and posted on the Forum
 - The committee decided to create an online edition of the magazine which will be more cost efficient to update and has the potential to reach more students.
 - The committee is planning on a launch date of October 1st and to make regular update on it.
 - The name of the on-line magazine was debated, RP for “Risky Perspective” was suggested, and delegates will have a chance to send other suggestions (for example in French) by email.
 - The committee is also offering for all delegates who would like to, to write a little article.
 - The on-line edition will contain interviews, a reading list, humor and a piece on deregulation of actuarial science in some universities.
 - The paper copy will contain professional articles and some others written by professors.
 - An article describing the Employer Bank idea and new hiring time will be written by the magazine committee.

e) Website – University of Western Ontario

- Taking over the website responsibility from University of Waterloo
- Will create some archive sections of the website in order to get a good feeling for the previous years actions
- In the case where it is possible delegates should send their pictures in order for the committee to get them online
- They will need sponsors information coming from finance in order to post links of the sponsors on the website.

f) CAS/ YAC - UQAM

- Need to get a CAS representative at the convention
- They will contact program director to promote CAS as an actuarial study branch.

g) Expansion Students – Laval University

- They created a list of universities they can contact and some possible contact over there.
- They will send the brochure that was created by the magazine committee to those universities.
- Some universities decided to join the Association
 - Regina
 - York
 - Alberta

h) Expansion Employers – Simon Fraser University

- A contact list of employers that has been compiled by SFU will be sent out to those needing it i.e. President, Finance, Convention

i) Translation – University of Montreal

- Change the translation objectives from 7 days as mentioned in the objectives to 14 days.
- Regina will be helping out the translation for document that are being translated from French to English

j) Employer Bank – University of Concordia

- Goal is to standardize the hiring process across the country.
- The committee believes that interviews for summer positions should be held in January and February. The implementation date for Quebec is 2006 and they will move forward from there on. Ottawa following Quebec initially.

6. Auditor Report - Xiao- Bo Li

- a) Report will go on website along with the minutes (see attached)
- b) Recommendation being made that one university is put in charge of auditing next year.
- c) No problems were found but it is recommended to get more data recorded during the year.
- d) Another recommendation would be to put all documents in a central location. Meeting minutes and past sponsor information should be at the same location.

7. Treasurer's Report – Jackie Szeto

- a) See report in appendix
- b) 15 % of the balance will go to administration
- c) 85 % of the balance will go to convention
- d) 5000 \$ have been set asides for transportation subsidies
- e) ASNA will be short 6000\$ which will be covered by the tickets sales
- f) Might assign different activities to Gold sponsors given their numbers.
- g) Try to get gold sponsor to increase their sponsorship in order to decide on who's sponsoring the main dinner.

8. Future Actuary – Jenny Jin in place of Donna Chiu

- a) The magazine is going on-line.
- b) Next issue will contain an article by our representative.

9. Miscellaneous – President

- a) Discussion Forum
 - Inter-University discussion place
 - Publicity need to advertise it
 - Main source of contact still remains e-mail which is more secure and more frequently checked.
 - Forum might be open to general public with the above guidelines.
- b) CIA Meeting
 - It was thought that we might send some delegates to the general CIA meeting in Montreal but the cost of it make it prohibitive.
- c) Round Table – ALL
 - Flight need to be checked right away for Montreal.



10. Next Meeting – President

a) The next meeting will be held in Calgary in January

11. Closing of the meeting – President

a) The meeting was closed at 6:20 PM (Eastern Time) in Toronto by Heidi Garand (President).



APPENDIX

ANEA-ASNA Financial Report July 10, 2004

	Credit	Debit	Balance as of June 15	<u>\$20 815.17</u>
Administrative				
ASNA Annual Registration Fee		\$30.00		
ASNA Annual Registration Fee (Quebec)		\$48.00		
Convention Committee				
Deposite to Palliser Hotel		\$1,000.00		
Finance Committee				
Canada Post		\$23.01		
Employer Bank Committee				
Promotion Materials (Brochure)		\$76.00		
Website Committee				
ASNA Website Registration Fee		\$155.15		
Others				
Reimbursement for April 2004 Meeting (Wendy)		\$51.19		
TD Bank Fees (June)		\$10.00		
TD Bank Fees (July)		\$10.00		
			Balance as of July 10	<u>\$19 411.82</u>

ANEA-ASNA Financial Report September 16, 2004

Balance as of July 10 \$19 411.82

	Credit	Debit
July 2004 Meeting Expenses		
Reimbursement for Travel Cost (Calgary)		\$525.60
Reimbursement for Travel Cost (Manitoba)		\$340.49
Reimbursement for Travel Cost (Quebec)		\$102.37
Dinner after July 2004 meeting		\$100.00
Room rental @ UT		\$80.25
		<u>\$1 148.71</u>

Sponsorship

Manulife	\$3 000.00	
Watson Wyatt	\$3 000.00	
Mercer	\$3 000.00	
CIA	\$3 000.00	
L'Union Canadienne	\$3 000.00	
Sun Life	\$3 000.00	
Towers Perrin	\$1 500.00	
	<u>\$19 500.00</u>	

Others

Reimbursement for April 2004 Meeting (Xiao-Bo)		\$35.51
TD Bank Fees (August)		\$10.00
TD Bank Fees (September)		\$10.00

Balance as of September 17 \$37 707.60

ASNA delegate meeting attendance – Sept 17, 2004

Toronto

Heidi Garand (President)

Brent Smith

Paul Basha

Jen Zhao

Haris Sardar

Carl Lussier (Secretary)

Jenny Jin

Xiao-Bo Li (Auditor)

Jackie Szeto (Treasurer)

Natalie Ho (VP Ontario)

Rianto Hartono

Peter Au

Jessica Dang

Laval

Western

Western

Western

Western

Waterloo

Waterloo

Waterloo

Toronto

Toronto

Toronto

SFU

SFU

Guests

In Calgary

Ryan Wall

Alissa Krakowski

Andrea Soo

Greg Bacon

In Toronto

Mike D'Aprile

Yang Liu

Xiao Yu

In Regina

Curtis Runge

Courtney Balkwill

Amber Parillo

Calgary

Calgary

Calgary

Calgary

Western

York

York

Regina

Regina

Regina

Montreal

Edith Brisson (VP Quebec)

Christine Loureiro Costa

Meinna Gwet

Lori-Anne Douville

Ian Letourneau

Elisabeth Picard-Courtois

Myriam Moisan

Kateri Laneuville

Veronique Menard

Ziad Semaan

Dominic Rioux

Real Gagne

Mathieu C. La Grenade

Luc Gregoire

Concordia

Concordia

Concordia

Concordia

Montreal

Montreal

Montreal

Montreal

Montreal

UQAM

UQAM

Laval

Laval

Laval

In Edmonton

Cynthia Chiew

Alberta

Absent

Rina Wang

SFU

Andrew Balo

SFU

Michael St-Onge Marceau

UQAM

Wendy Yu

Waterloo

Donna Chiu

Waterloo

Shehreen Zaman

Toronto

Calgary

Scott Lough (VP Western)

Nicole Plamondon

Allen Hornung

Jason Shen

Calgary

Calgary

Calgary

Calgary

Winnipeg

Giang Nguyen

Shelley Hymers

Richard Lam

Robbie Wu

Kim Palatnick

Manitoba

Manitoba

Manitoba

Manitoba

Manitoba