



**ACTUARIAL STUDENTS' NATIONAL
ASSOCIATION**

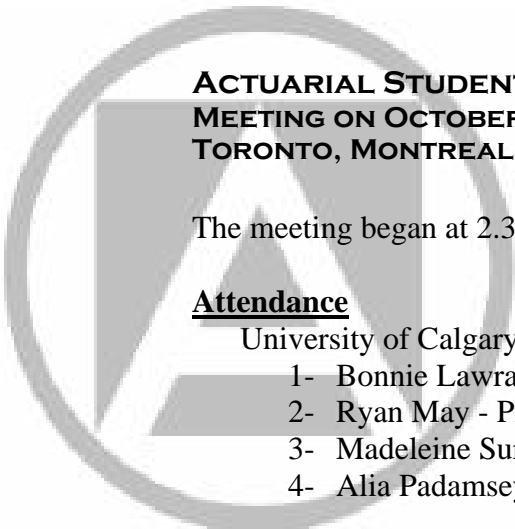
MINUTES OF MEETING ON OCTOBER 12, 2007

TORONTO, MONTREAL, CALGARY, QUEBEC CITY, VANCOUVER, WINNIPEG



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MEETING ON OCTOBER 12, 2007: MINUTES
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Prepared by Alena Kharkavets, ASNA Secretary



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The meeting began at 2.33 p.m. Eastern Time.

Attendance

University of Calgary:

- 1- Bonnie Lawrance
- 2- Ryan May - President
- 3- Madeleine Surette
- 4- Alia Padamsey

Concordia University:

- 1- Carl Larose
- 2- Mathieu Dubois
- 3- Veronique Lauzière
- 4- Maxime Lafleur-Forcier
- 5- Guillaume Rouleau

Université Laval:

- 1- Mélissa Desjardins
- 2- Marie-Pier Bernier – VP Quebec

University of Manitoba:

- 1- Brigitte Scheffer – VP Western

Université de Montréal:

- 1- Guillaume Robineau

Simon Fraser University:

- 1- De (Robbin) Hu

University of Toronto:

- 1- Alena Kharkavets - Secretary
- 2- Daisy Li
- 3- Vivian Zhang - VP Ontario

UQÀM:

- 1- Laurent Coche
- 2- Tristan Bordeleau St-Cyr
- 3- Bruno Hugo Basso

University of Waterloo:

- 1- Natalie Berfeld
- 2- Ryan Cuscito - VP Finance
- 3- Rachel Min

York University:

- 1- Leroy Sequeira

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Universities absent:
University of Alberta
University of Western Ontario
University of Regina

Adoption of the agenda

The president made an amendment to the agenda, proposing to choose French Translation committee before choosing any other committee, as several universities expressed interest in it. The amendment and agenda was adopted unanimously.

Report of VP Finance (University of Waterloo)

Amount pledged by sponsors \$ 64,750.00
Total amount collected as at Oct. 11 \$ 44,750.00
Total Estimated Revenue \$92,750.00
Total Estimated Costs \$89,734.45
2008 Convention Estimated Surplus \$ 3,015.55

*The numbers are based on attendance of 350 people and ticket price of 80\$.

Ticket price this year is agreed to be 80\$.

Expected attendance from each university:

University of Calgary	10
Concordia University	40
Université Laval	30
University of Manitoba	15
Université de Montréal	35
University of Regina	?
Simon Fraser University	10
University of Toronto	60
UQÀM	80
University of Waterloo	80
University of Western Ontario	?
York University	20
Total	380

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Report of the Convention Committee (University of Toronto)

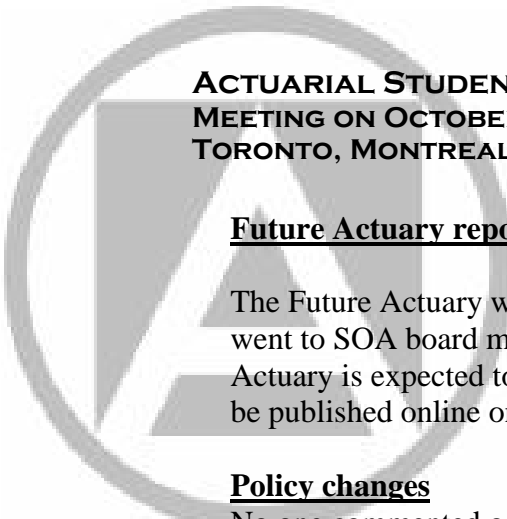
➡ *Hotel:* Downtown Hilton. The rate is \$119 per night – quad occupancy. Brigitte asked whether it is possible to have the same rate for people who come to Toronto several days prior to the Convention. Vivian, VP Ontario and Convention Committee delegate, said that the rate should be the same, but she would still confirm it with the hotel and get back to Brigitte.

➡ *Schedule:* similar to the last year. The difference is that this year there will be a Mingling party, sponsored and organized by Mercer. The event is going to be on Friday afternoon and is going to run for 2 hours. Saturday night social event is sponsored by Manulife. Manulife is going to do something similar to the Amazing race they did last year. At the moment they are still brainstorming, trying to come up with fresh ideas.

➡ *Registration:* the dates for registration are set to October 22 – November 16. Ticket price is going to be \$80. This year they want to introduce early bird discount and to charge higher prices for those who register later on. Ryan, VP Finance, confirmed that a small deviation from a regular price for the early bird registration would not have a significant impact on our budget. Publicity committee said that one week would be enough for them to order T-shirts, so the registration deadline could be extended. Also, they mentioned that this year they are going to have short-sleeve shirts, not long-sleeve shirts as they did last year. This will trip the publicity cost. All the information about the convention would be on the website before the ticket sale is open.

➡ *Social events:* Nightclubbing is going to be within walking distance, so that there is no need to book a shuttle bus. An alternative to Saturday social event organized by Manulife is going to a rock climbing place. The capacity is 60 people, and the estimated cost is \$2,000. The president did not feel comfortable with spending so much money on an event that only 60 people would be able to attend. A tour of CN Tower was proposed as an alternative. Convention Committee will look at different options and reconsider rock climbing.

➡ *Tickets:* It was proposed to have early-bird ticket price for those who register until November 16 and a more expensive option for those people who register after this date. The president mentioned that there must be a date after which no registration is possible. Convention committee will work with Finance to decide on the price for people who want to register after November 16. VP Finance will work on the refund policy for those people who registered, but could not attend the Convention.



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Future Actuary report

The Future Actuary was not present. The president reported that the Future Actuary went to SOA board meeting in July. SOA paid for all the expenses. Now the Future Actuary is expected to write several articles for ASNA magazine, which this year will be published online only.

Policy changes


No one commented on policy changes. The policy changes were adopted unanimously.

Committee selection

The following committees were selected:

Communications	Université Laval
Alumni	SFU
Translation –French	UQAM
Translation – English	University of Calgary
Magazine	University of Alberta*
Education	Université de Montréal
Employers	Concordia University
Expansion	York University

* University of Alberta was not present at the meeting. They became Magazine Committee by default.



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Round Table

- ➔ *Registration dates:* The registration dates were moved from Oct 22 – Nov 9 to Oct 22 – Nov 16 due to SOA/CAS Exams in the beginning of November. All the information about the registration will be sent in one email, instead of multiples emails.
- ➔ *Travel subsidy:* VP Finance is going to work on travel subsidy. It is going to be calculated based on the travel distance and the most reasonable means of transportation. For SFU, the travel subsidy will be about \$200 per person. VP Finance will clarify the travel subsidy before the registration deadline.
- ➔ *Publicity:* All the signage for the Convention is expected to be done by the Convention Committee. There will be no big banner with the names of all companies due to its cost of \$500.
- ➔ *Ticket sale:* Once the cash from ticket sales is received by VP Finance, he will email a confirmation letter to each university.
- ➔ *Speakers:* It was suggested to encourage interactive and not too technical seminars. Students want to see highly-energetic and humorous presenters.
- ➔ *Saturday dinner:* The food price went up this year. It was suggested to stay with chicken dinner (\$67 before tax) instead of veal dinner (\$80 before tax). Convention Committee put Saturday dinner as their priority, and will work with Finance to see how much they can afford to spend. Higher-end dress code will be enforced up to turning people away if they are dressed informally.
- ➔ *Contact info:* The president has asked all VP's to email updated contact information to him.
- ➔ *Mandate:* The president will write a Mandate of ASNA, with our vision statement and purpose.

The meeting ended at 3.45 p.m. Eastern Time.

Prepared by Alena Kharkavets, ASNA Secretary