

Concordia Students' Association Meeting Agenda  
November 17, 2014

Attendance:

Tyler - President  
Colton - VP Marketing  
Barb Van Ingen - Dean Student  
Mitchell - VP Student Life  
Blake Novak - Executive Assistant  
Shannon - VP Internal  
Cody - VP Finance

1. Call to Order
  - 1.1. 3:09pm
2. Approval of Agenda
  - 2.1. Motion Approved the agenda - Cody, Second - Mitchell, Approved.
3. Approval of Minutes
  - 3.1. Motion to Table till next meeting - Cody, Second - Shannon, Passed
4. Finance Update
  - 4.1. Report is now out for VP Finance. Please see report for all details.
  - 4.2. CUCA Spooka event is under budget. Liquor and ticket sales were increased this year.
  - 4.3. Park Allen is under budget, lower revenue
  - 4.4. Pumpkin carving and games night were under budget.
5. Unfinished Business
  - 5.1. House Cup
    - 5.1.1. Update
      - 5.1.1.1. Shopping completed for materials, some details missing.
      - 5.1.1.2. Games nights supplies still pending.
      - 5.1.1.3. 2 Usher tickets purchased as a prize. other prizes purchased for the event
      - 5.1.1.4. Movie trivia emailed out, creatures and riddles ready to be posted. Moaning Myrtles posted.
      - 5.1.1.5. Houses need to be emailed.
      - 5.1.1.6. CSA Trophy Case suggested.
      - 5.1.1.7. Dodgeballs still need to be found. Doby is ready and a sock will be ready for the event.
      - 5.1.1.8. Brooms and other props for the photobooth.
      - 5.1.1.9. Action Item: Colton to organize backdrop.
      - 5.1.1.10. Cody to announce for Trivia Contest. President Krispin to play Dumbledore at games night, and Brett will be Hagrid.
      - 5.1.1.11. Action Item: Google Drive points update - Blake
      - 5.1.1.12. Action Item: Mitchell to send out teams to all leaders.

- 5.1.1.13. Action Item: Edit powerpoint that is created by Shannon for the event.
  - 5.2. Ski Trip
    - 5.2.1. Talked to Will, and the event has been shortened. See website for the details of the trip.
    - 5.2.2. Opt-out for ski still not posted on the website,
    - 5.2.3. Action Item to change the website - Tyler
    - 5.2.4. Subsidies for the trip to be approved
      - 5.2.4.1. Motion to approve price subsidies of 41\$ per ticket, expected 47 people, for a maximum amount of \$1927 - Cody, Second - Mitchell, Passed.
      - 5.2.4.2. Remaining budget from this event is \$63.
  - 5.3. Reports
    - 5.3.1. Tyler has sent out a copy of all executive reports to all general council members.
    - 5.3.2. Action item: Find a format for the reports to create consistency for executive council.
    - 5.3.3. Action Item: Create Events Binder - Blake
  - 5.4. Cheers with the Chancellor
    - 5.4.1. Date of Event: 28th of November, 2014
    - 5.4.2. Who will be running the liquor?
      - 5.4.2.1. Any clubs that would want to host
      - 5.4.2.2. Action Item: Shannon to contact club president.
    - 5.4.3. What will be done for marketing?
      - 5.4.3.1. Colton is comfortable with the marketing of the event.
6. New Business
  - 6.1. Zombie Walk
    - 6.1.1. Dr. Bill anderson proposed a CUCA zombie walk, and hoping to have CSA sponsor prizes.
    - 6.1.2. Action Item: Tyler to invite Dr. Anderson to explain event.
  - 6.2. CSA Scholarship
    - 6.2.1. We have the student of the year budgeted, but no CSA scholarship budgeted.
    - 6.2.2. President is seeking approval to create a line in the budget for the CSA Scholarship.
    - 6.2.3. Motion to Approve \$500 budget for the 2014/2015 school year - Shannon, Second - Mitchell, Passed.
  - 6.3. Elections Officer
    - 6.3.1. Tyler is going through the process to hire an elections officer, and will be looking to advertise for the position.
    - 6.3.2. Compensation - \$150 per month.
    - 6.3.3. Position to be filled before winter break.
  - 6.4. Disciplinary Officer

- 6.4.1. To go along with elections officer, this position can be appointed and will most likely be recruited instead of applicants. Currently seeking this position
- 6.4.2. Per meeting or per case compensation, as they will not be on retainer.
- 6.5. Dare to Give
  - 6.5.1. Challenge went out to the faculty to donate food items and/or cash for the food bank.
  - 6.5.2. Direct students to Barb if they are in need of food bank or other services.
  - 6.5.3. Potential for students to get involved as well. Event could be coordinated with the lighting of the christmas tree.
  - 6.5.4. Action item: Coordinated events around the lighting of the Xmas tree.
  - 6.5.5. Action Item; Colton to contact marketing about tree day
  - 6.5.6. Action Item; Shannon to contact clubs about mitten drive
  - 6.5.7. Action item: Tyler to invite other student associations to come to tree day. Coordinate the competition with the other associations.
- 6.6. Ugly Sweater Contest
  - 6.6.1. Instead of Thunderwear Friday, it will be a contest for everyone to participate.
  - 6.6.2. December 5th for the event, and CBA will be hosting a bake sale for treats.
  - 6.6.3. Action items: Book tegler, get stage, prizes and finish events.
  - 6.6.4. Action items: Partner with CBA for ugly sweater event.
- 6.7. Executive Pay Raise
  - 6.7.1. As it has been discussed previously, the CSA Executives will have their wages increased from \$750 to \$1000 per month, with makes \$12,000 per annum for salary.
  - 6.7.2. This is to meet with the inflation, and to remain competitive with other Student Associations.
  - 6.7.3. Motion to put forth the wage increase to the General Council - Cody, Seconded - Shannon, Passed.
  - 6.7.4. Action Item: Present to the General Council
- 7. Information
  - 7.1. Parking Passes
    - 7.1.1. At this time, Concordia will not be providing the parking passes at cost to the executives, as the accounting and legal processes are not able to be done at this time.
  - 7.2. ESA update
    - 7.2.1. Shannon met with the groups, and is combining EDSA and EUSA into one group. More details to come.
    - 7.2.2. This will be used to resolve the lack of attendance from EDSA for the general council.
  - 7.3. Printing
    - 7.3.1. Who is the responsibility for managing the toner and ink for printers?

- 7.3.1.1. Action Item: Printer model list for each Executive to be sent to Tyler for review. - Blake
  - 7.3.1.2. Policy to be written for the for the Printing process.
8. Round Table
- 8.1. Tyler
    - 8.1.1. Pre Health Event
      - 8.1.1.1. Stats and figures?
        - Action item: Shannon to follow up with PRe Health Club.
      - 8.1.1.2. Tyler to put forth a schedule for the next few weeks to aide with finals.
    - 8.1.2. Shannon
      - 8.1.2.1. Doodle Poll for General council
      - 8.1.2.2. Athletic events
      - 8.1.2.3. Bolt not launched today. According to Miranda, will be available tomorrow.
9. Adjournment
- 9.1. Motion to adjourn at 505pm - Cody, Second - Colton, Passed.
10. Action Items
- 10.1. Action Item: Colton to organize backdrop for HP photobooth.
  - 10.2. Action Item: Google Drive points update - Blake
  - 10.3. Action Item: Mitchell to send out teams to all leaders for HP Houses.
  - 10.4. Action Item: Edit powerpoint that is created by Shannon for the event.
  - 10.5. Action Item: to change the website - Tyler
  - 10.6. Action item: Find a format for the reports to create consistency for executive council.
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  - 10.16. Action Item: Present to the General Council
  - 10.17. Action Item: Printer model list for each Executive to be sent to Tyler for review. - Blake
  - 10.18. Action item: Shannon to follow up with Pre Health Club.