# **Concordia Students’ Association**

# **Executive Council Meeting Minutes**

## March 21, 2016 @ 10:00 A.M.

1. **Call to order:** March 21, 2016 Executive Council meeting called to order at 10:07 AM.
2. **Roll Call:** Cody Weger- President, Kelsea Gillespie- VP Internal, Shannon Peacocke-VP Finance, , Madeline Ludlage- VP Marketing, Patrick McGinley- VP Student Life, Meagan Strachan- Executive Director, Barb Van Ingen- Dean of Students.
3. **March 21, 2016 Action Item Summary:**
	1. VP Finance/ED: Confirm ASEC and spring retreat dates.
	2. President/VP Internal: Determine Ice Breaker activity for De-Stress & Study.
	3. Executive Director: Send out email to Arts students for election, book rooms for elections.
	4. VP Marketing: Put up election posters.
	5. VP Student Life: Send General Council notes to ED.
4. **Approval of Agenda:**
	1. **MOTION:** To approve the March 31, 2016 Executive Council agenda as presented. Moved by VP Internal Gillespie, seconded by VP Finance Peacocke. **MOTION CARRIED.**
5. **Approval of Minutes:**
	1. **MOTION:** To approve the March 21, 2016 Executive Council Meeting Minutes. Moved by VP Internal Gillespie, seconded by VP Marketing Ludlage. **MOTION CARRIED.**
6. **Unfinished Business**
	1. **Volunteer Appreciation:** Have created certificates for all volunteers to recognize them for their hard work with the CSA. Will have food, music and a slide show. Executives to create a speaker list, new executive team will also be introduced.
	2. **Final Thunderwear Friday:** Prizes have been purchased, prizes include TV, xbox1 and beat headphones. There are many volunteers lined up, Security will bring wristbands.
	3. **De-Stress & Study:** President ran an ice breaker activity at 4:00 PM. Massage at the event was very popular, may need to change the date of the event in the future.

1. **New Business:**
	1. **Executive Transition:** 1 on 1 training is well on its way. Each executive spoke to how training is going so far. Executive Director to send out email informing executives of group training dates and executive retreat.
	2. **Youth Environmental Conference:** Will inform students of the conference via CSA social media. Dean of Students Van Ingen will also send an email to students directly about the upcoming conference.
2. **Information:**
	1. . **March Timesheets Due, March 31, 2016**
3. **Round Table:**
	1. **VP Marketing:** working on executive clothing for next year. Will present on ideas in the near future.
	2. **VP Student Life:** Looking forward to the upcoming CSA events.
	3. **Dean of Students:** Attended an Alcohol Harm Reduction seminar. Concordia has committed to offering 10 spots in the English for academic purposes course for Syrian refugees, Concordia is also offering classroom space for ESL classes. Concordia would also like to hold events for Syrian residents & in which the Concordia Students’ Association can partner on. The rescheduled Fentanyl presentation is to take place April 6th @ noon in room HA015.
	4. **VP Finance:** All club expenses to be submitted by April 8, 2016. April 11th will be the budget steering meeting. So far two clubs have submitted budgets.
	5. **VP Internal:** Would like to discuss leadershall, and Board of Governors at next EC meeting. Will work with incoming executive team to assign committees to each new executive.
	6. **President:** To send out a doodle for leadershall. Currently working with Athletics to create a sponsorship contract. CSA President to speak on behalf of Model UN’s success at the New York Conference during the Presidents dinner.
4. **Adjournment :**
	1. **MOTION:** To adjourn the Executive Council meeting at 10:57 AM. Moved by VP Finance Peacocke, seconded by VP Student Life McGinley. **MOTION CARRIED.**

**March 31, 2016 ACTION ITEM SUMMARY:**

1. Executive Director: Send out email with all important training dates.
2. VP Marketing: Make a social media post about Youth Environmental Conference.
3. President: Create Doodle poll for leaders hall.
4. VP Internal: email Judy for Concordia Committee list.