# **Macintosh HD:Users:madelineludlage:Pictures:CSA#august:logo_edited-1.jpgConcordia Students’ Association**

# **Executive Council Meeting Agenda**

## August 17th, 2015 @ 6:00 pm

1. **Call to order:** Meeting called to order at 5:07 p.m.
2. **Roll Call:** Cody Weger: President, Shannon Peacocke: VP Finance, Colton Chacalias: VP Internal, Madeline Ludlage: VP Marketing, Meagan Strachan: Executive Director. Brett Farquharson: Student Experience Advisor (guest).
3. **Absent:** Patrick McGinley: VP Student Life
4. **Approval of Agenda:**
   1. **MOTION:** To approve the August 17th, 2015 Executive Council agenda as presented. Moved by VP Finance Peacocke, seconded by VP Marketing Ludlage.
   2. **MOTION:** To amend the August 17th, 2015 Executive Council agenda. Move item 8.7. up to 8.5. and add 8.10 Flu shot. Moved by VP Internal Chacalias, seconded by VP Marketing Ludlage. **MOTION CARRIED.**
   3. **MOTION:** To approve the August 17th, 2015 Executive Council agenda as amended. **MOTION CARRIED.**
5. **Approval of Minutes:**
   1. **MOTION:** To approve the August 10th, 2015 Executive Council meeting minutes. Moved by VP Internal Chacalias, seconded by VP Marketing Ludlage. **MOTION CARRIED.**
6. **August 10th, 2015 Action Item Review:**
7. **Unfinished Business:** 
   1. **Orientation Day:** Brett Farquharson discussed plans for orientation day and what was needed from the CSA Executives. All students will arrive at 9:30 a.m. on August 28th, 2015, The CSA will have an opportunity to speak to the students ( a couple minutes per executive). Afterwards students will be participating in an “Adventure tour.” CSA executives will assist with the adventure tour. At 11:15 there will be a large group photo in Tegler, CSA Student Executives will stand at the top of the stairs for the photo. In the afternoon 4 different events will be running for students, each executive will have roles in running the events. There are currently just over 300 students signed up for orientation and more students are expected.

**MOTION:** To move the Executive Council meeting in camera at 5:37 p.m.. Moved by VP Finance Peacocke, seconded by VP Internal Chacalias. **MOTION CARRIED.**

**MOTION:** To move the Executive Council meeting out of camera at 5:50 p.m. Moved by VP Marketing Ludlage, seconded by VP Internal Chacalias. **MOTION CARRIED.**

1. **New Business:**
   1. **Pre-Health Society Budget:** There budget is currently on hold and the basketball tournament has been removed from the Pre-Health Budget indefinitely.
   2. **CSA Accounting Systems-** CSA is moving payroll over to Avante, currently the system in use by the institution. Executive Director Strachan will be granted administrative access in order to process payroll on a bi-monthly basis.
   3. **Executive Retreat:** Executive Director Strachan is currently looking into a fall executive retreat. Executive Director Strachan has asked for quotes at a couple different camps including Camp Warwa and Alberta Pioneer camp. More information to come.
   4. **Event Calendar Bookings:** There are currently some event conflicts with the university. The Kegler event originally scheduled for September 25th will likely be moved to the 20th. CVCS events must be moved from Fall reading week. The formal Kegler event will also be changed to a new date or new venue. Elections are planned to take place from March 13th, 2016 to March 18th, 2016.
   5. **Fall Event Schedule:** Tabled
   6. **Timesheets:** New timesheets have been created by VP Finance Peacocke. These timesheets will be filled out on excel and printed out & signed at the end of each month. The new timesheets will be used beginning the month of September.
   7. **Mental Health Update:** Currently 10 candidates have applied to the position through indeed. Interviews for the position will begin next week (August 24th, 2015 to August 28th, 2015).Executive Director Strachan, VP Finance Peacocke and President Weger will conduct interviews. If VP Fianance is unable to attend scheduled interviews, VP Internal Chacalias will step in. Currently mental health training is already booked until November.
   8. **Thuderstorm Beer Gardens and Thunderfest:** There will no longer be a “Thunderfest.” Instead the CSA will run a beergardens on September 11th alongside the soccer game. Matt McNight will no longer be involved in the event. The beer gardens will likely run from noon to 8:00 p.m. to cover both the women and mens’ soccer games.
   9. **Oil King Tickets:** The CSA will pick one day to sell and promote an Oil Kings game to Concordia Students. The CSA will also promote and sell tickets to certain Eskimo games such as the labour day classic, Rough Riders game and Stampeders game.
   10. **Flu Clinic:** There will be a flu clinic on campus from October 26th, 2015 to October 27th, 2015. A room and booth in Tegler will need to be booked.

1. **Information:** 
   1. Dean of Students still would like to attend Executive Council meetings. The Dean of Students will continue to attend until the end of September at which point the executives will decide to extend the term or not to.
2. **Round Table:** No round table at this time
3. **Adjournment :**
   1. **MOTION:** To Adjourn the August 17th, 2015 Executive Council Meeting at 7:02 p.m. Moved by VP Internal Chacalias, seconded by VP Marketing Ludlage. **MOTION PASSED.**
4. **Action Item Summary:**
   1. Everyone: Prepare speeches for Orientation Day
   2. Executive Director: Schedule interviews for Mental Health Coordinator position.
   3. President: Plan Thunderstorm beer gardens for September 11th, 2015.
   4. President: Schedule booth and room for Flu Clinic.

