

Executive Council Meeting Minutes

August 20, 2018 at 6:00pm

Location: HA206

1. **Call to order: 6pm**
2. **Roll Call:**
 - President/Chair: Brandon Vollweiler
 - VP Student Life: Hannah Ludlage
 - VP Marketing : Madeline Ludlage
 - VP Finance: Andrew Preiss
 - ED: Lin ZhangRegret: VP Internal : Alex Bedard
3. **Action Item Summary:**
 - VP Finance:
 - VP Marketing:
 - o Meet with President for Website overhaul
 - VP Internal:
 - VP Student Life:
 - o Finalize Event details for Patio Party
 - o Book venue for CUCA Spooka
 - o Contact the President's office to start the application for holding the Patio Party
 - o Wellness Wednesday Events
 - President:
 - o Meet with VP Marketing for Website overhaul
 - All Executives:
4. **Approval of Agenda:**
 - 4.1. **Agenda for August 20, 2018**
 - Motion: To approve the agenda as presented.
 - Motion carried with all in favour.
 5. Approval of Minutes:
 - 5.1. **Approval of Minutes from July 24, 2018**
 - Motion: To table the approval of minutes.
 - Motion carried with all in favour.
6. **CSA Executive Photo (Happens Before Meeting)**
 7. Unfinished Business:
 - 7.1. **Student of the Year Award**
 - President had finalized the eligibility description of CSA Student of the Year Award. Final edition will be sent to CUE Financial Aid and Awards.
 - 7.2. **First week of School *Event Focused***
 - First week of school events: Orientation, Pancake breakfast, Beer Garden, Clubs Fairs
 - Orientation volunteer training will take place next Tuesday, Wednesday, Thursday (28,29,30th) from 6 to 8 pm. Orientation backpack assembly will take place after the training.
 - Pancake breakfast will be on Wednesday from 9 to 11 am. President Tim Loreman will also join the breakfast with students. VP Student Life will check the storage room after the meeting to count the pancake supplies.
 - VP Student Life had most of the Beer Garden rental each most of events ready to go.
 - 7.3. **Orientation Bags/Costco Run**
 - CSA will assemble orientation bags this year instead of outsource to the third party.
 8. New Business:
 - 8.1. **CUCA Spooka**
 - VP Student Life has not received response from the venue yet.
 - 8.2. **Volunteers**
 - CSA need to find ways to recruit volunteer for events
 - VP Marketing will send out event emails to volunteers.
 - 8.3. **AGM**
 - AGM will be rescheduled to late September. Members will vote on to accept the audited financial statement, audit report, executive reports, and revised By-laws. .
 - 8.4. **Contact Clubs For Beer Gardens**

- Will follow up with VP Internal after the meeting and discuss in the next meeting.

9. Information:

9.1. Storage Room Cleanout

- Will do it after the meeting.

9.2. New Meeting Times

- September 4. Tuesday

9.3. **Committee Updates**

10. Round Table:

11. **Adjournment:**