

1. **Call to order:** 4:00pm
2. **Roll Call:** Ian Lee – President (Chair, non-voting), Lin Zhang – Executive Director(Ex-officio, non-voting), Barb Van Ingen - Concordia VP Student Life (Guest), Madeline Ludlage – VP Marketing, Brandon Vollweiter – VP Finance, Laura Hebert – VP Internal, Alex Bedard- VP Student Life

**3. Approval of Agenda:**

**3.1. Agenda for November 7, 2017**

- Motion: To approve the Agenda for October 17, 2017
- Motioned by VP Finance. Seconded by VP Student Life
- Motion Carried

**4. Unfinished Business:**

**4.1. CUCASpooka Report**

- **Discussion:** VP Student Life will finish the report the end of this week.

**4.2. ASEC Conference**

- **Discussion:** King's college was the host for ASEC Conference last weekend. CSA was not satisfied with ASEC By-Laws proposal change, which may potentially enable some SA dominant the board and not represent the best interest for the other SAs. CSA executives will review the By-laws change proposals.

**4.3. Freshmen Challenge Update**

- **Discussion:** Last week challenge was the basketball game. Only one freshmen showed up. VP Internal was there to track the point because neither Freshmen leaders was able to attend the event. This is the second time the leaders miss the game. Pay will be reduced as disciplinary action to the absence. Will talk to the freshmen leader to ensure they showcase the commitment to this job. Attendance

**4.4. CSA By-Laws**

- **Discussion:** Dr. Neufeldt had finished the new By-Law draft. Its structure is made to meet the requirement in the Society Act, which is completely different than CSA's old By-laws. If it is adopted, there maybe redistribution on the executive's duties. President will review the draft with Policy and Governance.

**5. New Business:**

**5.1. Harry Potter Week**

- Discussion: VP Student Life have all things planned. He Integrated United Way campaign to Harry Potter Week. Such like students or CSA's donation.

**5.2. Christmas Card**

- Discussion: Christmas picture was taken and 100 Christmas cards have been ordered. Executives will sign the card when they arrives and mail them to other students' associations, the Advanced Education ministry and institution departments.

**6. Information:**

**6.1. Next Meeting Time: Informal** - Nov 10 @ 10 am at CSA office. No minutes will be record. It is for a final information update before Reading week and Harry Potter Week.

**7. Round Table:**

- VP Marketing: Emailed all food service committee members for meeting time. Still hasn't heard any response. Created a new marketing strategy for the food service town hall on Nov 27.
- VP Student Life: Attend ASEC Mental Health Committee meeting in downtown yesterday afternoon.
- VP Internal: Got CVCS invitation to observe their meeting.
- President: Need to start planing CSA Christmas Party.

**8. Adjournment: 5:20 pm**