



Concordia University of Edmonton

Students' Association

Executive Council Meeting Agenda

October 3, 2017 at 4:00pm

Location: S206

1. **Call to order: 4:08pm**
2. **Roll Call:**

- ✓ Ian Lee – President (Chair, non-voting)
 - ✓ Laura Hebert – VP Internal
 - ✓ Alex Bedard- VP Student Life
 - ✓ Madeline Ludlage – VP Marketing
 - ✓ Brandon Vollweiter – VP Finance
 - ✓ Lin Zhang – Executive Director(Ex-officio, non-voting)
- Quorum met



Concordia University of Edmonton

Students' Association

3. Approval of Agenda:

3.1. Agenda for October 3, 2017

- **Motion:** To approve the agenda for September 26, 2017 with the following amendment:
- Add 9.5. CUCASpooka 10.4 Winter Trip
- **Moved by** VP Student Life.
- **Seconded by** VP Marketing.
- **Motion Carried.**

4. Approval of Minutes:

4.1. Minutes from September 26, 2017

- **Motion:** To approve the minutes from September 26, 2017.
- **Moved by** VP Student Life.
- **Seconded by** VP Marketing.
- **Motion Carried.**

5. Action Item Updates

5.1. CUCASpooka Photo Booth

- **Discussion:** VP Student Life has a quote from a photo booth company: \$900 including unlimited printing. The photo booth will stay upstairs and VP Marketing will make a sign to direct students to the photo booth.

5.2. Orange Shirt Day

- **Discussion:** Many faculty and students were involved in the Orange Shirt Day. Tea and Bannock and bracelet making were fun. However some planned activities did not end up happening, which is very disappointing.



Concordia University of Edmonton

Students' Association

6. Unfinished Business:

6.1. Freshman Challenge

- **Discussion:** It was discouraging to see nobody shows up in yoga. Freshmen challenge leaders were able to sign more students up during orange shirt day. Next challenge for the freshman is to go to Volleyball game.

6.2. Food Services Town Hall

- **Discussion:** Bailie really wants to have students commented on each cycle's food so he wants the town hall held in November. The Executive Council agreed to set the tentative date as Wednesday, Nov 29th.

6.3. NMUN Volunteer Sponsorship

- **Discussion:** VP Finance will discuss it in the Budget Steering Committee tomorrow.

6.4. VistaPrint Account

- **Discussion:** VP Marketing tried many time to contact the Vistaprint Rep and send them CSA's logo. President will email Vistaprint rep to give VP Marketing access to the portal.

6.5. CUCA Spooka

- **Discussion:** Needle Vinyl Tavern is a fully licensed restaurant and bar, so this year CSA do not have to arrange any securities, liquors and food. CSA can hang the CUCASpooka banner at their patio. VP Marketing will go to check the venue soon and plan the decoration. for the stage.

7. New Business:

7.1. ASEC Committees



Concordia University of Edmonton

Students' Association

- **Discussion:** November ASEC Conference is coming up. CSA has 3 executives chair in ASEC Committee. The chair is still waiting for the By-law draft from policy and governance committee but it is very likely it will not come before the “20 business days in advance deadline.” President hope the committee still able to send him a set of recommendation in the next meeting so he can include the updates in the November Conference agenda.

7.2. CSA Internal Committees: Terms of Reference

- **Discussion:** VP Marketing is sitting on CUE’s food service committee, so she is appointed as the Chair for CSA Food Services Committee. All the committees, including food service, are not to take complaints, but to address how the CSA might take policy and advocacy action on the food services in the long run. The terms of reference are drafted by president and will be submitted to GC for approval.

7.3. Track It Forward

- **Discussion:** Track it forward is the app used by CUE to schedule volunteer and track their hours. Volunteer first have to register Track It Forward. The administrator will list all the event over the semester, number of volunteer needed, and volunteer can sign up the events that fit their schedules.

7.4. Winter trip

- **Discussion:** Based on the winter trip feedback from last year, Snowjam is not a good agency to facilitate the winter trip. VP Student Life will plan the winter trip to Panorama without Snowjam.

8. Information:



Concordia University of Edmonton

Students' Association

8.1. Next Meeting Time: Oct 10, 2017 @ 4 pm at S206

9. Round Table:

- VP Student Life: Meeting with Mirna tomorrow at 5pm to discuss the peer support team training. The training will start at 6pm.
- VP Marketing: Cross-country Pep rally is this Friday. Open house will be on October 14, next Saturday. Promotion day for CUCASpooka will be on Oct 18. EC will wear costume and give away booster juice on that day.
- President: Cleaning A212 for peer support centre. Need to see if the mental health grant has funding to furnish the room. VP Student Life can discuss this with Mirna.
- ED: Will meet with Bailie and go through few meeting food option.

10. Adjournment: