



Concordia University of Edmonton

Students' Association

Executive Council Meeting Meeting

February 22, 2017 at 3:00pm

HA314

1. Call to order: 3:24pm

2. Roll Call:

- Brandon Vollweiler – VP Finance; Natasha Miller – VP Student Life; Laura Hebert – VP Internal; Lin Zhang – Executive Director; Madeline Ludlage – VP Marketing; Kelsea Gillespie – President.

3. Action Item Review:

- President: Work with Bolt Editor-in-Chief to moderate the CSA Election debates.
- VP Finance: Replace Foosball man.
- VP Marketing: Look into foosballs table options and club forms shelving.
- VP Marketing: Create Pride Parade marketing materials, take photographs.
- VP Marketing: Email Bob about having a CSA only bulletin board.
- VP Internal: Send email to executives summarizing the club/union reports.
- VP Student Life: Work on some mental health grant applications.

4. Approval of Agenda:

4.1. Approval of Agenda for February 22, 2017

- **Motion:** To approve the amended agenda for February 15, 2017 with the following additional items:
 - 7.5. Volunteer Appreciation Night, 7.6. Pub Crawl/St. Patricks' Day.
- **MSC.**

5. Approval of Minutes:

5.1. Approval of Minutes from February 15, 2017

- **Motion:** To approve the Minutes for February 15, 2017.
- **MSC.**

6. Unfinished Business:

6.1. CSA Elections

- Discussion: Kelsea has emailed the registrar for all student email list one month in advance and been working with Votenet on generating the voter list. For future reference, voter list has to be sent to Votenet at least 2 weeks ahead for them to process. Confirmed the setup of speeches with Colette. Executives will help the setup on that day. Kelsea will moderate the speeches and Kayle will do the debate. Will train Lin on how to use the election platform because it is a very completed process.

6.2. CSA By-Law Townhall

- Discussion: VP Marketing will put the old By-Law on CSA website. All executives will attend except VP Student Life because of the Wellness Wednesday Aromatherapy.

7. New Business:

7.1. ACMHI Grant Report

- Discussion: Due on March 1st to Jessica. Natasha will email Rachel the final reminder and hopefully final draft can be reviewed and passed on the Mental Health Committee meeting next Monday.

7.2. ACMHI Survey

- Discussion: Sent out by Jessica from ACMHI. Questions will be sent out in March. Will ask Jessica if the survey will be online or handed out on campus.

7.3. CUE Board of Governors Meeting

- **Motion:** To go in Camera at 3:44pm.
- **MSC.**
- **Motion:** To go out of camera at 4:00pm.
- **MSC.**

7.4. Street Team Interviews

- Discussion: VP Student Life and President have done interviews yesterday and will extend the offers to the 3 candidates: Madison, Courtney, Danielle. VP Student Life will schedule the first meeting.

7.5. Volunteer Appreciation Night

- Discussion: Will be on March 30, Thursday from 6-9pm in Tegler. Student Ambassadors and club members are invited and everyone will receive a certificate. VP Marketing will look into the design options. VP Marketing will make a slideshow. Will be an RSVP event. President emailed Financial Aid and Awards and wonder if CSA could also invite the awards recipients and honour them there. Will also invite GC members. VP Marketing will look into making some programs. The event can be renamed

as CSA Awards night – the Stars of CSA/
Recognizing student excellence/student leaders,
etc.

- **Motion:** Relocating \$2000 from unspent VP Student Life budget to help support to Volunteer Appreciation Night.

- **MSC.**

7.6. Pub Crawl/St Patrick's Day

- Discussion: Will be on Friday, March 17. VP Student Life and VP Finance will meet with Urban Sqarq and discuss the pub crawl. Will arrange the bus pickup time at 8pm. All executives and executives-elected have to go except that President Gillespie will be away in New York working during that week. Pancakes will be in green and served indoors from 9-11am.

8. Information:

8.1. Next Meeting Time

- Next Wednesday, March 1 at HA314 from 4-6pm.

8.2. Club / Union Update

- Discussion: AIMUN will be held on March 4th and 5th. Executives are asked to come and help. ESS Dodge Ball is on March 11th. CMC Net Working event is on March 18th.

8.3. Upcoming Mental Health Events

- Discussion: Wellness Wednesday in March are Aromatherapy on 1st, Craft day on 8th, Pride Day on 15th, Massage Therapy and Wellness Fair on 22nd, Yoga on 29th.

9. Round Table:

- ED: BMO Credit Card application is approved. Darlene is working on the paperwork for monthly payment setup today. Once it is sent, the bank will mail out credit cards and Darlene will distribute them to designated card holders.
- VP Student Life: Some General Councillors request to have a doorstep for the CSA office door.
- VP Internal: Bolt members requested a new chair in their office.
- VP Finance: Had the second interview for CUE's VP Academic.

10. Adjournment: 4:40pm

11. Action Item Summary:

- VP Marketing: Prepare for CSA Volunteer Appreciation Night.
- VP Student Life: ACMHI Report due.
- VP Student Life and President: Send out ACMHI Survey.
- VP Student Life: Extend offers to Street Team Members.
- VP Student Life and VP Finance: Meet with Urban Sparq for Pub Crawl.
- VP Internal: Send out summary of Club / Unions Reports.
- President and ED: Votenet Training.