



Concordia University of Edmonton

# Students' Association

## Executive Council Meeting Minutes

February 8, 2017 at 4:00pm

HA314

**1. Call to order: 4:02pm.**

**2. Roll Call:**

- **Present:** Brandon Vollweiler – VP Finance; Laura Hebert – VP Internal; Natasha Miller – VP Student Life; Dr. Barbara van Ingen – Dean of Students. Madeline Ludlage – VP Marketing; Kelsea Gillespie – President; Lin Zhang – Executive Director; Joel Mrak – Athletics Director.

**3. Action Item Review:**

- VP Finance and VP Internal: Club fundraising update.
- VP Finance: Compile U-Pass information email to Kelsea.
- President and ED: Work on Election package.
- VP Marketing: Townhall marketing material.
- VP Internal: Provide updated Bolt Policy to CSA President.
- VP Internal: Work on new booking policy with Barb.
- VP Internal: Provide summary of club and union reports.
- VP Student Life: Buy Winter Fest decorations/complete planning.
- VP Student Life: Order roses online at Costco.
- CSA President: Meeting with Dr. Querengesser.

- CSA President: Contact Votenet and Registrar to set up election ballots and election email lists.
- All Executives: Reports due on Monday.

#### **4. Approval of Agenda:**

##### **4.1. Approval of Agenda for February 8, 2017**

- **Motion:** To approve the agenda for February 8, 2017 with following amendments:
  - Add 7.6 Mental Health Initiative, 7.7. Pride Parade, 7.8 Enactus, 8.3. Mental Health Student Awards. 8.4. Student Bursary Program.
- **MSC.**

#### **5. Approval of Minutes:**

##### **5.1. Approval of Minutes from February 1, 2017**

- **Motion:** To approve the Minutes for February 1, 2017 as presented.
- **MSC.**

#### **6. Special Presentation:**

##### **6.1. Joel Mrak, CSA Athletics Director**

- **Discussion:** According to a previous agreement between CSA and Concordia Thunder Athletics, the CSA will contribute \$10,000 annually to Thunder Athletics as a sponsor. CSA has given \$20,000 for the last 2 years. The fund has been placed in a reserve account designated for the purchase of new bleachers in the gymnasium. Previous CSA President's Andrew and Tyler may not discuss fund purpose with the General Council but rather made an individual decision. Currently CSA does not have a signed copy of the MOU to show its

commitment to the multi-year project of replacing the bleachers. This year CSA has received lots of complaints from students and athletes about the Fitness Centre equipment. Thus CSA feels upgrading the facilities are more urgent and will have an immediate impact on student experience. CUE is hosting the 2018 Badminton Nationals and Joel believes that the bleachers are 20 years old and very worn so they should be the priority. Since Thunder Athletics and the CSA are not mutually agreed on the designation of the fund this year yet, CSA will hold the \$10,000 until an agreement has been made. Joel said he will create CSA a list of items that the fitness centre/gym needs. Joel believes that the Fitness Centre should be upgraded in three \$30,000 installments over three years in order to space out the warranties on the Fitness Centre equipment. CSA President Kelsea suggests the CUE to invest \$10,000 towards the bleachers and put \$20,000 towards the fitness room upgrade, and CSA supplies the other \$10,000 to make up the \$30,000 for the fitness room. In this way CSA can keep its commitment to students focusing their issues, and CUE can also make the commitment that the upgrading the bleachers is a good project in long term. Although the total costs are the same, there is a significance on where the money goes to.

## **7. Unfinished Business:**

### **7.1. Valentine's Day Events**

- **Discussion:** Speed dating event is planned. Looking for different flower options. VP Marketing will make a playlist of the background music. VP Student Life has booked the table.

#### **7.2. Winter Fest**

- **Discussion:** Ticket sales are still low. Everything has been booked except liquor. Beers/Palm bay/twisted tea will all be \$4.

#### **7.3. U-Pass Referendum Question**

- **Discussion:** City of Edmonton does not have a preliminary contract for the U-Pass Referendum. CSA President and VP Finance have created a list of referendum questions but it will be on hold until hearing back from the City. Concordia President Loreman will be meeting the City tomorrow about the program.

#### **7.4. Club/Union Reports and Budgets**

- **Discussion:** Received Pre-Med Club report and budget and reports from the majority of clubs. Some clubs have not submitted very serious reports so will be asked to rewrite. Waiting for the rest of them and will then send the entirety to CSA.

#### **7.5. Student Life Street Team**

- **Discussion:** Has received a few applications. Deadline is Feb 10<sup>th</sup>. Interviews will be scheduled over Reading Week.

#### **7.6. Mental Health Initiative**

- **Discussion:** There is a doubling booking today between Yoga and Pet Therapy. CSA can apply for a \$3,000-\$4,000 grant from the institution next year.

Mental Health Coordinator recommends the CSA to work on multiple grants available through the community.

#### **7.7. Pride Parade**

- **Discussion:** VP Marketing will use marketing discretionary fund to make the day eventful. Pride club, HIV Edmonton, CSA, and CUE will all have their tables. Things to go include BINGO games, Shirt Coloring/decorating, and Parade march. Stage and screen projectors will be set up for key guest speeches. Has ordered sweat shirt for CSA and they will arrive next Thursday. Will do a “Rainbow” yogurt buffet with fruits at the CSA table. Will give out few CSA swag items as prizes.

#### **7.8. Enactus**

- **Discussion:** There will be a conference call with Enactus manager Sam on March 8<sup>th</sup>. Looking for a faculty to help start the club. Interested people could apply for a grant in order to attend a conference in Vancouver, but the deadline is fast approaching.

### **8. New Business:**

#### **8.1. U-Pass Marketing**

- **Discussion:** Will be on hold until we hear back from the city.

#### **8.2. CSA Donation to Drama Department**

- **Discussion:** An external stakeholder would like to donate \$300 to GTC OneActs. CSA does not have charitable status so cannot issue charitable receipts. Will notify the donor before depositing the

cheque in case the donor is expecting the tax receipt. VP Marketing is looking into the mirror cost.

### **8.3. Concordia Student of the Year Award**

- **Discussion:** CSA will help to promote the Student of the Year award. CSA has drafted some criteria for Mental Health Award, including: students must be full-time student; active advocate for mental health on campus and in community; carry minimum GPA of 2.0; short essay (250 words) about their volunteer work that makes them eligible for the award.

### **8.4. Student Bursary Program**

- **Discussion:** The CUE Finance Aid Advisor has asked the CSA to build a fund for a bursary program/financial assistance. CSA could hold a referendum to add a small fee on all students every year sometime next year, but CSA does not have the ability to keep track of student who opts in and out the bursary like the U of A Students' Union. It is too short of timeline to have this added to this year's election and referendum.

## **9. Information:**

### **9.1. Next Meeting Time**

- Next Wednesday, February 15, from 4-6pm.

## **10. Round Table:**

- VP Student Life: Will looking into writing the some grant applications over the reading week. Hopefully the applications are processed before we finalize our budget so we know if we getting the money or

not. Next Mental Health Meeting will be the same day as Speed Dating. GTC wants their logo on some relevant posters. They are very excited about the positive relationship with CSA. GTC hopes CSA can make some donation and attend the Caroline's Carnival.

- President: Driving to Calgary next Monday for the meeting with Government of Alberta Tuition External Advisory Group and SAITSA board meeting. Will be gone to New York from March 17th to 24th.
- VP Marketing: Kayle from the Bolt offers to moderate for CSA debate.
- VP Internal: Barb recommends to have a meeting with Colette rather than making up a formal policy about the club scheduling.

**11. Adjournment: 6:05pm.**