



Concordia University of Edmonton

Students' Association

Executive Council Meeting Agenda

July 6, 2017 at 6:30pm

S206

1. **Call to order: 6:00PM**
2. **Roll Call:**

Present

- ✓ 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

3. **Action Item Summary:**
4. **Approval of Agenda:**

4.1. Agenda for July 6, 2017

– Motion: To approve the Agenda for May 25, 2017
with the following amendment:

- Add 6. Special presentation from Tom Corcoran
- MSC.

5. **Approval of Minutes:**

5.1. Approval of Minutes from May 11 and May 25,

2017

- **Motion:** To approve the Minutes from May 11 and May 25, 2017

- **MSC.**

6. Special presentation from Tom Corcoran.

- Tom Corcoran is Concordia graphic designer from marketing department. He is working on student Orientation T-shirt designs and looking for CSA recommendation on the theme color and CSA name/symbol on the shirt. VP Marketing will give Tom's a final name decision today or tomorrow.

7. Unfinished Business:

7.1. Storage Room and Furniture Purchases

- CSA executives will meet next Tuesday(June 11th) to clean the storage room(Both CSA break room and food bank storage room) and will buy furniture in IKEA the week after.

7.2. CSA Internal Committees

- VP Student Life and President will set 4 meeting times for Mental Health Committee.

7.3. Club Manual Completion

- VP Internal has developed about 30 pages Club Manual guide. ED will give VP Internal CSA's forms before next week meeting.

7.4. Positional Name-tags

- VP Marketing has been looking for the designs for name-tag and trying to get nice ones. GRGC ASEC Conference and City-wide Welcome event are coming so VP Marketing will give more update next week.

7.5. Marketing Strategy Completion

- VP Marketing has developed CSA marketing strategy and there are many things CSA will do differently this year than last year. One of the change is to make the posters in event bundle. It is like a monthly event calendar where events in the same category/theme are promoted on the same poster. It is more clearly communicated and consistent.
- Will work closer with Athletics this year. The theme of Pep Rally this year is “feel the thunder”. Has created the apparel designs for the Pep Rally prize.

8. New Business:

8.1. CAC Update

- VP Student Life attended the Gallivan Conference in Ontario. They are currently developing a new website for “My Wellness”. They are willing to send a representative to present the functions of the new website in front of GC or even students on campus.

8.2. CSA Event Bookings On and Off Campus

- VP Internal has created the digital event calendar and will email it to Colette. Will change the Club Fair to September 13 and 14, Wednesday and Thursday, and leave the Friday for Pep Rally.
- President, VP Student Life, VP Internal and Colette will meet Colette next Tuesday.

8.3. Mental Health Funding Update

- The Institution will be getting around \$25,000 to \$30,000 for Mental Health and CSA should receive some funding from the institution to run the Mental Health event.

8.4. Peer Support Program

- **Discussion:** Peer Support Program is very important. CSA is considering to switch the A212 into a boardroom and peer support team's office where they can hold office hour.
- **Motion:** To allow peer support team to use A212 as their office for this year.
- **MSC.**

8.5. ISC update

- Indigenous Student Club has asked CSA to purchase the orange T-shirt and they sell the shirts on the Orange shirt Day. VP Marketing was considering help them on designing and ordering the shirt. VP Internal recommend to focus on helping the decoration of the event and let ISC plan the shirt.

9. **Information:**

9.1. **Next Meeting Time - Wednesday, July 12 at 6:00 off campus.**

10. **Round Table:**

- VP Finance: The Coordinator for Practicum has put together a four person team (2 management students and 2 science students) for the Business School Alberta Energy competition. It is from September 20 – 25. The team will be established by September. It is a very competitive.
- VP Student Life mention the meeting in Macwan about the City Wide ride is not very productive. Wish the six PSI can contribute more in the staff to help SAs on this event.

11. **Adjournment: 7:40pm**

