



Concordia University of Edmonton

# Students' Association

## Executive Council Meeting Agenda

July 12, 2017 at 6:00pm

MKT - 8101 Gateway Blvd, Edmonton, AB

1. **Call to order: 6:31PM**
2. **Roll Call:**

Present
✓ Ian Lee – President (Chair, non-voting)
✓ Laura Hebert – VP Internal
✓ Alex Bedard- VP Student Life
✓ Madeline Ludlage – VP Marketing
*Excused* Brandon Vollweiler – VP Finance
✓ Lin Zhang – Executive Director (Ex-officio, non-voting)
<b>Quorum Met</b>

3. **Action Item Summary:**

3.1. Positional name tags: Madeline is still on it. She will order them tomorrow.

3.2. Meeting with Colette: Ian still needs to book a meeting.

3.3. Photos for club manual: Madeline still needs to share the photos. She will create a folder of images and send it to Laura.

4. **Approval of Agenda:**

- 4.1. **Agenda for July 12, 2017**

– Motion: To approve the Agenda for June 12, 2017.

## **MSC.**

### **5. New Business:**

#### **5.1. Intro to Government**

Ian attended a preliminary briefing for the Intro to Government session on Aug. 1-2. ASEC requests that only two representatives from each institution can attend. Ian and Laura will attend, however, Ian will see if his attendance does not count against the CSA because he is attending in his capacity as Chair of ASEC.

#### **5.2. Registration for ASEC AUG. 11-13**

Ian, Alex, Laura, and Brandon will attend. Madeline will not be able to. Action Item: Ian will send Lin the registration link to register the CSA for the conference.

#### **5.3. Philosophy T.A. Position**

Dr. Strand has requested that the CSA consider funding a TA position for two of his 100 level PHIL courses. We will check with Brandon at the next meeting if there is precedence for this or room in the budget. First impressions are that we will not be able to fund this position.

#### **5.4. Orientation Packs**

Pre- made packs are \$5/pack + GST and shipping. P.W. Leopard will send a quote next week. We will also request that CUE provide canvas bags to put the premade packs into along with CUE swag and orientation materials.

- Motion: To approve the purchase of the pre-made packs granted that the total cost is within budget.
- **MSC.**

### **6. Unfinished Business:**

#### **6.1. Storage Room and Furniture Purchases**

List of furniture and other purchases that are need in light of the recent reorganization of the CSA storage rooms:

- New curtains for offices (non-essential)
- 1 deep wire-frame shelving unit for food bank storage.
- 5 Clear, rubbermaid or equivalent bins (Large)
- 2 - 3 Ikea Large cubbies
- 25 cloth or wicker bins for cubbies
- at least 5 Filing boxes
- Poster shelf/ poster holder for club dioramas
- x2 small table and chairs for internal office and president's office (non-essential)
- Free standing unit for distributing club forms
- lamps
- new picture frames for orientation photos
- picture hanging hardware
- Book shelf for President office (non-essential)

**7. Information:**

**7.1. Next Meeting Time - Thursday, July 20 at 6:00 pm**

**8. Round Table:**

- VP Student Life: Alex Volunteer with Dr. Xinxin to help with airport pick up.
- Laura: will forward job description for freshman challenge. Will ask about posting the advert on CUE's job page.
- Madeline: Met with Nathaniel and from athletics and booked some events. CSA should attend some games together this year. Lanyards are arriving and "Feel the Thunder" themed bags. The Unions should sell sweaters at orientation.

**9. Adjournment: 7:51pm**