



Concordia University of Edmonton

Students' Association

Executive Council Meeting Agenda

June 7, 7:00pm

HA314

1. Call to order: 7:39pm

2. Roll Call: Kelsea Gillespie – CSA President; Brandon Vollweiter – VP Finance; Madeline Ludlage – VP Marketing; Natasha Miller – VP Student Life; Laura Hebert – VP Internal

3. Action Item Summary:

- VP Internal: Set Club/Union calendar deadline, budget deadline.
- VP Internal/Finance: Set date for Budget Steering Committee to review budget submissions from clubs to send to General Council.
- VP Student Life: Work on ACMHI grant application.
- VP Finance: Attend Gallivan Client Meeting.
- VP Finance: Return remaining Scout Cards.
- President: Compile Office Coordinator applications for review.
- President: Draft Library Document with Dan Mirau.

4. Approval of Agenda:

4.1. Agenda for July 7, 2016

- **Motion:** To approve the amended July 7, 2016 agenda as presented.
- **Discussion:** To add 8.2 GTC Revenue to the agenda, to remove 6.3 CSA Logo from the agenda.

- **MSC.**

5. Approval of Minutes:

5.1. Approval of Minutes from June 16, 2016

- **Motion:** To approve the minutes from June 16, 2016, as presented.
- **MSC.**

6. Unfinished Business:

6.1. Edmonton Eskimos Tickets (5 min)

- **Motion:** To put the Edmonton Eskimos tickets back into the bookstore after they were taken out.
- Discussion: Concordia does quite well with the tickets in the bookstore, feedback now that the tickets are just online.
 - VP Marketing would like to market the tickets more this upcoming year, with the tickets back in the bookstore.
- **MSC.**

6.2. CSA Offices and Renovations (5 min)

- Discussion: Concordia gifting old furniture for some of the office spaces, covering costs of paint and painting. Offices still need to be cleaned and put back together.

6.3. ACMHI Grant Application (30 min)

- Discussion: Mostly finished, Section 7 and 9 are unclear in grant application, and answers from ACMHI have not provided much direction to help solve the problem. VP Student Life created CSA Mental Health Initiative charts and timelines for the proposal.

- Grant application is due Monday, July 11, 2016.

6.4. Club/Union Budget and Calendar Deadlines (5 min)

- Discussion: Set for July 29, 2016. All clubs and unions have been notified by the VP Internal.

7. New Business:

7.1. Office Coordinator Applications (45 min)

- Discussion: Applications received, to be reviewed by all executives. President and VP Finance to serve in the interview process, entire CSA Executive to make the final decision.

7.2. Office Coordinator Interview Times (15 min)

- Discussion: Next week, decided by Concordia's HR Director Christine Pangilinan. Likely to be during the week July 18-22, throughout the day at various times.

7.3. CSA Employment Settlement (5 min)

- **Motion:** To go in camera at 8:12pm.
- **MSC.**
- **Motion:** To go out of camera at 8:15pm.
- **MSC.**

7.4. CSA General Council Retreat (5 min)

- Agenda has been circulated amongst General Council members. Presenters are: Dr. Barbara van Ingen, Dr. Tim Loreman, and Dr. Andreas Guelzow. General Council members will attend a team-building event in the evening and dinner, after the end of the agenda.

8. Information:

8.1. New Meeting Times

- Discussion: Next meeting decided for July 21, 7pm.

8.2. GTC

- Discussion: Update from VP Finance and VP Internal that the GTC handed in \$2, 261.15 from GTC revenue already, to be counted as a donation under miscellaneous fundraising.

9. Round Table:

- VP Marketing: Happy and excited to clean and update office spaces. Will update online CSA individual photos. Will begin to make purchases to spruce the office up and to complete renovations.
- VP Finance: Excited to have office spaces back. Canada Post lockout is upsetting CSA cheques being sent, and mail being received.
- VP Internal: Club retreat for finances, excited to have office spaces back again. Will be planning a Marketing retreat with clubs and unions to update websites with the VP Marketing.
- VP Student Life: Messaged Matt McKnight from Edmonton bars and pubs back to book an in-person meeting. Contacted Campus Vacations (CV) for Snow Jam and Spring Break tropical vacations, but CV haven't replied yet, very disappointed. J3 Massage – run by two alumni from Concordia, offering 20% off for all at Concordia (meditation classes, breathing classes, etc.) ACMHI grant has been completed almost entirely by VP Student Life, finally finished section 7.
 - Executives congratulate VP Student Life on completing the ACMHI grant application.

- President: Completed section of “Library Culture” document, looking forward to future meetings with the library on keeping doors open later for students. Trying to look for activities for the EC Fall Retreat, looking into possibility of a canoe “voyager” trip. Doodle poll for voyageur trip.

10. Adjournment: 8:50pm.