

## Concordia Students' Association Meeting Agenda

March 9th, 2015

### Attendance:

Tyler Ludwig - President  
Colton Chacalias - Marketing  
Mitchell Jones - Student Life  
Blake Novak - EA  
Shannon Peacocke - Internal  
Cody Weger - Finance

### Absent:

Barb van Ingen - Dean of Students (With Notice)

#### 1. Call to Order

1. 4:05pm

#### 2. Approval of Agenda

1. Add - Roundtable - Mental Health Video
2. Add - Unfinished Business - Mission and Vision
3. Motion to approve - Shannon, Seconded - Colton, Passed.

#### 3. Approval of Minutes February 23rd, 2015

1. Tabled to next meeting

#### 4. Finance Update

1. Period ending February 28th, 2015
2. Avanti is now adopted, bi weekly paydays begin at this month.
3. Surplus is reported on the books, and will be broken down over the next few months with Health and Dental, etc.
4. Aiming for Surplus to encourage the ED position salary.
5. Action Item - Cody - Have a statement of Cashflow ready for next meeting.
6. Church extension fund has been taken over completely by Deloitte. No longer handled by the board.

#### 5. Mental Health Update

1. Marketing Plan for Kendra Fisher
  1. Cold calling agencies, eventbrite used for tracking.
  2. Event is free to all
  3. Faculties will receive classroom visits
    1. Arts/Education - Declan
    2. Sciences/Athletics - Annie
    3. Management - Blake
    4. Phys Ed - Nathaly
  4. Posters and Scala
2. Bolt Articles
  1. March 23rd

1. interview with Cancer Survivor
2. Annie & Declan
2. April 6th
  1. Interview on mental health with new CSA Execs
  2. Blake & Nathaly
3. Wear Green March 13th, 2015
  1. Write up a proposal to have the Mental health video playing on the Scala Tv's from 12:15 and 12:45pm, during the following week.

## 6. Action Item Review

1. Action Item: Colton - Provide budget for the Grad ceremonies to the CSA Council.
2. Action Item: Cody - Numbered cards for questions to be asked in orderly fashion.
3. Action item - Colton and Cody - build the survey to be distributed.
4. Action Item - Blake - Email Barb and Brett to get stats on usage of the material for student health 101.

## 7. Unfinished Business

1. Graduation
  1. The total event expense was to be \$19,050.
  2. Colton will fund an additional \$2,000 from the marketing budgets.
  3. Concordia will pay for all in advance, then request funds from the CSA.
  4. Otherwise for the event itself, there will be no budget for the decorations. No flowers, balloons, or other forms.
  5. Student of the Year may not be announced at the event, due to time constraints.
  6. Tyler will be given time to present a speech.
  7. Colton, Cody and Shannon to volunteer for ushering the event. 3 more volunteers are needed for the next year.
  8. Encourage newly elected CSA council to volunteer
  9. Report to be attached.
2. EADSA Dodgeball Tournament
  1. Dodgeball Tournament Team
    1. Talked informally about CSA hosting a team
    2. Team Name - The Council
    3. Team of 8 needed, and goal of 10
      - a. All council members
      - b. Eric Stein and Alex Bedard
      - c. Matt Jones as an option
      - d. Blake is unable to attend.
    4. Goal of 30 people to attend the after party
3. Wings Night March 11th
  1. No tickets have been sold at this point
  2. Pushing for additional students, and encouraging them to attend.
  3. All candidates should encourage persons to attend.
  4. No reserved tables at the event.

5. Action Plan
  1. Mitchell to contact Hudsons to get reserved.
  2. Otherwise, send group early to guard area for CSA.
4. Final Thunderwear Friday
  1. All prizes except clothing purchased.
  2. 2 tablets, TV and XBox One.
  3. Mental Health to get bouncy council.
  4. Goal of organizing the bouncy council into a game.
  5. Mitch to contact Brett for promotion and support.
  6. Contact Education Faculty to attend the event.
5. Year End Party
  1. April 10th, 2015
  2. Tegler is booked for Student research group, but they are willing to move if we find them a venue.
  3. Budget for the event has been reallocated on different events, so additional funds needed to run the event.
6. Cheers with the Chancellor
  1. Security has been confirmed for the event. Time of the event is from 3-6pm.
  2. Liquor License needed for the event, will be complete tomorrow.
  3. DJ Lightning is not available, so other options needed. Possibility of the use of a playlist.
  4. Beer will be needed for the events. Twisted teas and palm bays remaining for other events.
7. Bolt Update:
  1. Anonymous writers
    1. [Proposal](#)
    2. Executive Council was in agreeance with the guidelines, and moving forward with process.
    3. Creation of a template for the anonymous writers was requested by the council. Recommendation was that VP finance and VP internal make the template for the contract.
    4. Anonymous writer completes the template provided and submits to council for approval, where the Executives will approve or decline the proposal from that individual.
    5. Anonymous Policy to be created in the Bolts policies.
    6. Action Item - Shannon/Cody - Complete template and contract for next meeting for anonymous writer.
  2. Shirt Proposal and Approval
    1. [Proposal](#)
    2. Motion to approve the funding required to purchase Bolt T-Shirts as outline in the proposal created by the Bolt.
    3. This does work within the bolts budget, and the VP internals recommendation was to provide the shirts as the bolt has been

performing well. No motion needs to be approved to provide this proposal.

3. Training

1. No bylaw set for training for incoming Bolt Editors. Looking to include times for training and development of the new editors.
2. Consistency has been great so far, but with current team will be changing out this term.
3. Request to have the Editors stay on for the remainder of April, past the release of the last issue.

8. Reports

1. Completed reports;
  1. Shannon
2. To be completed:
  1. Tyler
  2. Cody
  3. Mitchell
  4. Colton
3. Proposed to move the reports into the transition binders, meaning the report would become an annual report.
4. Recommendation to set General council meetings as the due date for the reports.
5. Action Item - Blake - Request for agenda items and Reports from all council members for March 27th, 2015.
6. Report is now due on March 22nd, 2015. submit to Blake (csareception@student.concordia.ab.ca)

9. Transition Binders

1. Make sure that binders are being worked on. Date to be completed not set at this time.
2. Action Item - Blake Novak - Create table of contents for the binders, set up is up to each council member.

10. UPASS

1. Final referendum question to be completed tomorrow by Tyler. May be brought to a lawyer for further review. ETS will be coming in to provide additional information. Spread the information as well.

11. Mission and Vision

1. Statement
2. Motion to present the Mission and Vision statement to the General Council for adoption, including amendments made on 03/09/2015 Executive Council meeting. - Colton, Mitchell Seconded, Passed.

**8. New Business**

1. Roast of Randy Ritz March 28th
  1. Was donations, is now a ticketed event. \$20 for the event.
2. Chinese Cultural Day March 26th
  1. Still in the planning stages of the event.

2. Focus will be fundraising
  1. Options
    - a. Bubble tea
    - b. Spring Rolls
3. Cultural Portions
  1. Tai chi Station
  2. Calligraphy Station
4. Just the CCC running the events.
5. Budget for the event
  1. None at this time.
  2. Budget needed as soon as possible
6. Next CCC meeting is tomorrow. Goal of having numbers in to Cody by tomorrow.
7. Goal of fundraising the 25% needed for the club to continue next year.
8. Shannon to attend the CCC Meeting to complete the budget: Time TBD
9. Action Plan;
  1. CSA Council is not in agreeance with the practices of the CCC. The Executive of the CSA have been clear about the process for requesting funds for clubs. Budget needs to be completed before any additional events (not including fundraising) can be planned. Reimbursement will be provided only for previously approved amounts. Clubs and Associations must fundraise 25% of their budget of expenses in order to maintain active status with the CSA.
  2. Motion to have all expense forms and budget completed for the Concordia Chinese Club submitted by Thursday, March 12th, 2015 at 7:00pm. - Cody, Shannon - Seconded, Passed.
10. Action Item - Shannon - Meet with Dr. Zieuk to discuss the CCC's activities.
11. Action Item - Shannon - Contact the CCC to call special meeting to resolve the budget issues with the club.
3. Athletic Ambassador:
  1. Roles and Responsibilities
  2. Accountability
  3. Tabled till next meeting. .
4. Chief Elections Officer Update
  1. Tabled till next meeting.
5. Student Life and Learning Weekly Newsletter Reporting
  1. Talked to Wendy about information for events to include into the weekly newsletter.
  2. Recommendation is to include this in a job description.
  3. Colton has stated this falls under the marketing role. Including this into the role description.

4. Action Item - Colton/Shannon - Create process for communication to Student Life and Learning.

## 9. Information

1. Table Tennis Tournament March 26
2. UAHRMA Conference March 21st
  1. Information provided to council encouraging them to attend.
3. International Cafe
  1. This wednesday, go and support.
4. Food Services User Group
  1. Next meeting March 31st, 2015.
  2. Inviting additional CSA members
  3. Mental Health was not pleased with food provided at games.
  4. Action item - Shannon - Contact Richard Currie about the contract with Aramark.
5. Aeroplan Points for Tuition Credits
  1. Not airmiles.
- 6.

## 10. Round Table

1. Mental Health Video
2. Elections clubs and associations.
  1. Action item - Blake - create elections email for gen. Council Associations reps. send out to all major associations.

## 11. Adjournment

1. 7:03pm

## 12. Action Items

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