# **Macintosh HD:Users:madelineludlage:Pictures:CSA#august:logo_edited-1.jpgConcordia Students’ Association**

# **Executive Council Meeting Minutes**

## March 3, 2016 @ 10:00 A.M.

1. **Call to order:** March 3, 2016 Executive Council meeting called to order at 10:04 AM.
2. **Roll Call:** Cody Weger-President, Shannon Peacocke, VP Finance, Kelsea Gillespie- VP Internal, Madeline Ludlage- VP Marketing, Patrick McGinley- VP Student Life, Meagan Strachan- Executive Director, Barb Van Ingen- Dean of Students.
3. **February 25, 2016 Action Item Summary:**
   1. **VP Marketing:** Advertise By law town halls on social media and website.
   2. **Executives:** Begin preparing your positions portion of budget to be presented at March 1 meeting.
   3. **VP Finance:** send out budget templates.
   4. **VP Student Life:** Work on charters for volunteer appreciation event and final thunderwear.
   5. **Executive Director:** Determine date of mental health appreciation event.
   6. **VP Marketing:** Create marketing material and tickets for Pub Night.
   7. **VP Internal/President:** Send old debate questions to Executive Debate.
   8. **Executive Director:** Create structure and questions for debate.
   9. **Executive Director:** See if The BOLT can film candidate speeches.
   10. **Executive Director:** create CSA travel booking form based off template.
   11. **Executive Director:** Book Midsummers night dream date.
   12. **Executive Director:** Send out doodle to reschedule EC March 17, 2016 m
4. **Approval of Agenda:**
   1. **MOTION:** To approve the March 3, 2016 Executive Council agenda as amended (add 7.2. Transportation, 7.3. Mustard Seed & 8.1. ASEC.) Moved by VP Student Life McGinley, seconded by VP Internal Gillespie. **MOTION CARRIED.**
5. **Approval of Minutes:**
   1. **MOTION:** To approve the February 25, 2016 Executive Council Meeting Minutes. Moved by VP Internal Gillespie, seconded by VP Finance Peacocke. **MOTION CARRIED.**
6. **Unfinished Business**
   1. **By-Law Town Hall:** Held the first townhall on Tuesday March 1st, 2016 will be hosting the second townhall in Tegler on March 4, 2016.
   2. **Volunteer Appreciation:** To be held March 31st, 2016. Will be a buffet style dinner for approximately 50 people. Will give out door prizes, VP Student Life work on creating an invitee list.
   3. **Final Thunderwear Friday:** Will try to have a balloon drop & will have newly elected executives very involved in planning & implanting the event. Will purchase 1 large prize and few smaller prizes. Will need to plan a back-up weather plan.

1. **New Business:**
   1. **GTC Carnival-** Presentation from GTC president Josh Eastman.
   2. **Transportation:** ASEC meeting transportation minister on Thursday March 24, 2016 from 9:00 AM to Noon. VP Student Life & VP Marketing will attend.
   3. **Mustard Seed:** Gather a list of interested students to volunteer with the mustard seed. Will also forward mustard seed email to Brett to reach other potential volunteers.
2. **Information:** 
   1. **ASEC Strategic Plan:** VP Internal & President to work on CSA response to the proposed ASEC structure. ASEC has approved a new mission, vision, audit & fee structure.
3. **Round Table:**
   1. **President:** Appont Barb as neutral chair for EC meeting while President is away for the Model UN conference. Meeting will be held on March 21, 2016 at 10:00 AM.
   2. **VP Marketing:** Election promotions are going well. Need funds/MAC card for Pub Night event.
   3. **Dean of Students:** ZAG has offered the CSA a free logo redesign. Would like to the CSA to encourage students to fill out the survey emailed. March 15th Concordia is hosting a Concordia Talks event focused on sexual violence on campuses. The documentary the Hunting Grounds will be shown. Friday March 18th, 2016 there will be a presentation on Fentanyl.
   4. **Executive Director:** CSA Paint Night is tonight, liquor will be served at the event.
   5. **VP Finance:** February month end is on track so far, reports are due for tomorrow. Timesheets are also due.
   6. **VP Internal:** Have received some budget questions from the GTC.
   7. **President:** Student of the year award to be presented at convocation, ACHMI survey will be sent out to students shortly.

1. **Adjournment :**
   1. **MOTION:** To adjourn the Executive Council meeting at 11:08 AM. Moved by VP Internal Gillespie, seconded by VP Student Life McGinley. **MOTION CARRIED.**

**March 3, 2016 ACTION ITEM SUMMARY:**

1. **Executive Director:** Sent Mustard seed email to Brett
2. **VP Student Life:** Create list of invitees for volunteer appreciation.
3. **VP Student Life:** Purchase Thunderwear prizes.
4. **VP Internal:** Submit CSA strat plan recommendations to ASEC.
5. **VP Finance:** Decipher if funds are available for door prizes at Pub Night.
6. **Executives:** Submit Reports and Timesheets.
7. **Executive Director:** Send out email to all candidates about dinner.