



Concordia University of Edmonton

Students' Association

Executive Council Meeting Minutes

March 1, 2017 at 4:00pm

HA314

1. Call to order: 4:04pm

2. Roll Call:

- Present: Brandon Vollweiler – VP Finance; Natasha Miller – VP Student Life; Laura Hebert – VP Internal; Lin Zhang – Executive Director; Madeline Ludlage – VP Marketing, Kelsea Gillespie – President.
- Leave with notice: Dr. Barbara van Ingen – Dean of Students.

3. Action Item Review:

- VP Marketing: Prepare for CSA Volunteer Appreciation Night.
- VP Student Life: ACMHI Report due.
- VP Student Life and President: Send out ACMHI Survey.
- VP Student Life: Extend offers to Street Team Members.
- VP Student Life and VP Finance: Meet with Urban Sparq for Pub Crawl.
- VP Internal: Send out summary of Club / Unions Reports.
- President and ED: Votenet Training.

4. Approval of Agenda:

4.1. Approval of Agenda for March 1, 2017

- **Motion:** To approve the amended agenda for March 1, 2017 with the following additional item:

- 2017/18 EC's Budget.

- **MSC.**

5. Approval of Minutes:

5.1. Approval of Minutes from February 22, 2017

- **Motion:** To approve the Minutes from February 22, 2017.
- **MSC.**

6. Unfinished Business:

6.1. CSA By-Law Townhall

- Discussion: One student attended and asked questions about the added Athletic Representative seat.

6.2. CSA Elections and Events

- Discussion: ED will book table and food for social night. An Arts Representative candidate asks if they are allowed to use the society's logo. An executive candidate asks if they are allowed to put posters at the door. Both requests were not specified in the Election Policy. ED decided to accept the request to use the logo but rejected the request to put posters on the glass door at building entrance.

6.3. Pride Parade

- Discussion: Sweaters arrived last week. VP Marketing will meet with Bailie to discuss the rainbow coloring display. VP Marketing has booked the stage. Next Wednesday she will meet with Barb and Pride Club. Table starts at 10am on March 15th, students can colour canvas or shirts; parade starts at 12:05pm, food will be provided afterward.

VP Marketing and Pride Club plan to finish the setup the night before.

6.4. ACMHI Grant Report

- Discussion: VP Student Life has sent out final draft to all executives to review.

6.5. ACMHI Survey

- Discussion: Survey emails have been send out to the students by the registrar. The Students' Association with most student feedback can win a \$300 Bestbuy Gift card from ACMHI.

6.6. CSA Volunteer Appreciation Night

- Discussion: VP Student Life had book table and a screen at Tegler on March 30th from 6-9pm. Will try to book a stage. Financial Aid and Awards said the recipients will be ratified on March 9th. Will invite Dean's of all faculties, Barb, Margie and Lynne, CUE's president and VPs, CUE's board members, club faculty advisors for clubs (including new indigenous club). Name of the night could be CSA Awards – Recognizing Student Excellence. CSA President will be MC and do a welcome speech to start, with Dean of Student Barb, Mike Conway. Guests will be seated to have dinner. After dinner President and VP Internal will hand out club awards, President, and VP Student Life hand out Student Ambassador Awards, and President (and Margie from Financial Aid) hand out Scholarship awards. Then Year-end slideshow, and mingling.

6.7. Pub Crawl/St Patrick's Day

- Discussion: VP Student Life has met Urban Sparq. Because this St. Patrick's day falls on Friday, pubs are too busy, there is no Pub Crawl anymore but 2 instead there will be buses to Knoxville. Bus will leave at 8pm and will not be coming back to Concordia. VP Marketing will order more tickets. Students purchase CSA tickets at the bookstore and exchange them in CSA office or at the bus or at the door. Students will receive free drinks and priority entrance till 9pm. Pancakes will be from 9-11am.

7. New Business:

7.1. Bolt Hiring

- Discussion: Open positions have been posted on the latest Bolt edition and on their website. Once the Bolt Editor in Chief has most applications sent in, hiring can be started next week. VP Internal will be in the interview panel.

7.2. EC 2017/18 Budget

- Discussion: Clubs and Unions Budget will be kept as \$100,000. Will need to raise roughly \$246,000 this year to break-even. VP Finance will have a Budget Steering Committee meeting after the election and hopefully before next GC Meeting on March 19th.

8. Information:

8.1. Next Meeting Time

- Discussion: Next Wednesday, March 8 at HA314 from 4-6pm.
- EC Feb Report due on March 10.

8.2. ASEC Conference

- Discussion: So far there are 3 delegates from Keyano, 3 delegates from RDC, and 2 delegates from Lethbridge have registered.

8.3. CSA Executive Transition

- Discussion: Transition will take longer than 5 days. Can start as soon as the result comes out. 3 of the executives are re-running with no other competitors. They will not need to transition but to work on the transition blinder, especially to add some long-term strategies in. VP Marketing will be writing a Marketing Strategy.

8.4. Credit Card Policy Feedback

- Discussion: VP Finance and President will rewrite some of the credit card policy with Darlene's feedback.

8.5. Upcoming Club / Union Events

- Discussion: AIMUN on March 4-5, ESS Dodge ball on March 11, CMC Networking event on March 18.

9. Round Table:

- VP Marketing: Will relocate budget this year from social media and video advertisement to afford Nick and his company to do CSA Promo video, displaying CSA events such as CUCASpooka, Orientation, Beer garden, ect. The service is \$1125 for 3 events this year, and the same next year. Email Bob about the Bulletin board and they will look into pricing. Dance mirror are expensive.
- VP Internal: A student who wants to start Psychology club has most her application done. She wonders if it is too late to submit the funding request for Mental Health training. If too late she can apply for the Student Led event under VP Student Life. Pre-Med has spent

\$300 and will have some reimbursement requests in the coming week. DAA has no activity for a long time and seems like they are no longer in existence.

- President: Government of Alberta might still have funding for Mental Health next year, but it is unclear if it is for institution or not.

10. Adjournment: 5:27pm

11. Action Item Summary:

- President and VP Student Life: Write invitation email to faculty staff for the CSA Award night.
- VP Finance and ED: Rewrite Credit Card Policy.
- VP Marketing: Order Pub Night ticket.