



## 2018-2019 Executive Board Meeting

**Topic:** Executive Board Meeting 18-08

**Date & Time:** Tuesday, August 21, 2018  
11:00 a.m.

**Place:** MSU Boardroom, MUSC 201

**Items:**

- 1) Adopt Agenda
- 2) Adopt Minutes – no minutes
- 3) MACycle Report
- 4) Committee of the Whole – Services
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)
- 11)

David Zaslavsky  
Epifano

**Objectives**

- 1) Adopt Agenda
- 2) Adopt Minutes
- 3) Report
- 4) Approval/Discussion
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)
- 11)
- 12) Provide Information & Answer Questions
- 13) Unfinished/Other Business
- 14) Time of Next Meeting and Motion to Adjourn

**Motions**



## 2018-2019 Executive Board Meeting

**Topic:** Executive Board Meeting 18-08

**Date & Time:** Thursday, September 6, 2018  
11:30 a.m.

**Place:** MSU Boardroom, MUSC 201

**Items:**

1)	Adopt Agenda	
2)	Adopt Minutes – no minutes	
3)	MACycle Report	David Zaslavsky
4)	Closed Session	Epifano
5)	Committee of the Whole – Services	Epifano
6)		
7)		
8)		
9)		
10)		
11)		

**Objectives**

1)	Adopt Agenda
2)	Adopt Minutes
3)	Report
4)	Approval/Discussion
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12)	Provide Information & Answer Questions
13)	Unfinished/Other Business
14)	Time of Next Meeting and Motion to Adjourn

### Motions

5. **Moved** by Epifano, **seconded** by \_\_\_\_ that the Executive Board move into Committee of the Whole to discuss the Services that presented.

**Executive Board Meeting 18-08**  
**Thursday, September 6, 2018 @ 11:30am**  
**MSU Boardroom, MUSC room 201**

**Called to Order 11:33am**

**Present** Bertolo, Epifano, Farah, Florean, Hackett, MacLean, Robinson, Roshan, Warwani

**Late**

**Absent**

**Others Present** J. McGowan (General Manager), V. Scott (Recording Secretary), S. Figueiredo (AVP (Services))

**1. Adopt Agenda**

**Moved** by Robinson, **seconded** by Florean to adopt the agenda, as presented.

**Passes Unanimously**

**2. MACycle Report – report attached**

- Epifano went over the report with the Board.
- Robinson asked that Epifano pass along to the PTMs that they should be labelling the columns in the budget.
- McGowan stated that Ath and Rec, Facilities, and the MSU are in discussions to find MACycle a better space on campus.

**3. Closed Session**

**Moved** by Roshan, **seconded** by Robinson that Executive Board move into Closed Session.

**Passes Unanimously**

**4. Committee of the Whole - Services**

**Moved** by Epifano, **seconded** by Warwani that the Executive Board move into Committee of the Whole to discuss the Services that presented.

**Passes Unanimously**

**Moved** by Warwani, **seconded** by Hackett that the Executive Board move out of Committee of the Whole and to Rise and Report.

**Passes Unanimously**

**Rise and Report**

- Warwani reported that the Board wished good luck to MACycle on their auction and have asked Epifano to look into accountability measures for Maroons showing up at their events.

**5. Information and Questions**

- Wooder reported that Homecoming sales are on right now for the concert, and more than 50% have been sold. Union Market will be having some fun events on Monday, featuring a live DJ. He announced that the MACycle Bike Auction was next Thursday.

- Farah asked if students needed to be 18 to attend Campus Events concerts. Wooder responded that guests are expected to be 18+.
- Scott reported that the Health and Dental plan opt-out was going on until September 30. FYC Elections nominations are now open.
- Florean announced that Clubsfest went well and was happy that a lot of SRA members showed up to help. Florean thanked Wooder for giving a swag bag for the event.
- Epifano stated that Welcome Week was good. They had a good plan for the swag bag distribution this year and got things out. Epifano stated that all events went well, but if anything happened to let her know. Epifano reported that there will be a Welcome Week Advisory Committee meeting at the end of the month to discuss how things went overall.
- Hackett reported that they are currently planning the logistics for the municipal election debates. The first meeting of Municipal Affairs will be next week.
- Roshan stated that they saw people creating a campaign for a polling station on campus and asked if that would happen. Wooder responded that the City has already said that there won't be a polling station on campus. Bertolo added that the City said no because of staffing restraints. Wooder added that elections are different at the Municipal, Provincial, and Federal levels and they already have confirmation for a polling station on campus for the Federal election next year.
- MacLean reported that they and the Advocacy Coordinator are figuring out the Sustainability Education Committee together. MacLean added that they are working with the Science Society to have office hours for the SRA.
- Roshan reported that the platform for HSL for Health Sciences has been finished, and that within the next two years there will be rec space.
- Warwani reported that the University budget submission is coming up, and that they are almost done. Warwani announced that they will be meeting the Director of Arts and Science soon.
- Robinson announced that TwelvEighty re-opened yesterday. Robinson stated that they have spoken to 15-20 people about their experiences so far, and the overall comments were positive about the menu. Robinson reported that last night was Trivia and extended wing night, and that for no promotion it was busy. Robinson asked the Board's opinion on keeping the curtain up to separate the restaurant from the event space or leave it down. McGowan suggested to put it back up so that they could utilize it for events that are booked.
- Florean asked Robinson if there was something in the works for getting more services to utilize TwelvEighty for first years. Robinson responded that they weren't planning on focusing on services, but clubs and residence. Robinson stated that they have already spoken to residence life about having reps do reunion events in TwelvEighty and having sit-down dinners. Robinson added that there is currently a deal in place with TwelvEighty for clubs that 15% of their bill can go into a clubs tab and then it could be used towards an event. They explained that it's on the menu but hasn't been advertised to clubs yet.
- Bertolo announced that the Education team was up and running and getting started on policies. Bertolo stated that they will be working on a project with Kate Whalen for a sustainability course with Meal Xchange and hoping that they will get a lot of interest.
- Figueiredo announced that the Services Committee will be meeting next week and will be setting up a schedule for reviewing services.
- McGowan reported that the Board of Directors, himself, and Maggie Gallagher met with the Auditors to look over the audited financial statements. McGowan stated that they were looking forward to talking more about it. McGowan explained that while many services stuck within their budget for the last year, investments were low, so it shows a net loss. If this becomes a trend they will be okay financially as they have enough reserves for seven to eight more years. McGowan gave kudos to Epifano and team for Welcome Week.
- Farah stated that the year will be very positive.

## 6. Adjournment and Time of Next Meeting

### Time of Next Meeting:

**Thursday, September 13, 2018  
11:30am  
MSU Boardroom, MUSC 201**

**Moved** by Florean, **seconded** by Warwani that the Executive Board meeting be adjourned.

**Passes by General Consent**

**Adjourned at 12:10pm**

/vs



# REPORT

*From the office of the...*

## MACycle Coordinator

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TO: Members of the Executive Board  
FROM: David Zaslavsky  
SUBJECT: MACycle Report 4  
DATE: August 9, 2018

### **UPDATE**

We are in the process of exploring our options with expanding space.

We have a date set for our CluBsfest appearance.

We are in the process of organizing our largest-scale event, the Bike Auction

### **SERVICE USAGE**

Our service usage has stayed consistent with what we have been seeing over the summer.

For further information on that, I added a very detailed breakdown in EB Report 3.

### **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

Our biggest upcoming event is the Bike Auction. I have set a date alongside Ian James from Security Services for September 13, 2018. I have arranged, with the MSU Maroons, to have a volunteer team that day to coordinate properly; in previous years they have consistently failed to show up, and that has created a big issue for us, as we are unable to set up, tear down, and stretches our resources very thin.

This year I have been assured that they will be there. On the day of, we will be setting up at 8am for a 9am start, ending around 12:30. They are responsible for booking space outside MUSC, and we will be responsible for handling the sales on our end. This year, we are going to try very hard to actually keep track of documentation of sold bikes (previously, we sold them all so fast that we didn't have time to carry the papers with each one). To do this, I have set aside one of my exec to go alongside each sale, something we have been unable to do because of lack of volunteers. In previous years, people would pay and leave; this year we want to take more information on buyers, similar to the information we have been taking on users of the service.

## BUDGET

6604-0108	MCYC - PARTS	\$5,000.00		
	Pre-Open Restock	\$927.98	9-Mar-18	#5841
	First Restock (PO 2)	\$312.97	4-May	
	PO 3	\$485.50	7-Jun	

	TOTAL SPENT IN LINE	\$1,726.45		
	REMAINING IN LINE	\$3,273.55		

TOTALS	
AMOUNT BUDGETED	\$8,300.00
HOW MUCH YOU SPENT	\$1,726.45
WHAT YOU HAVE LEFT	\$6,573.55

## SALES

Excel Online MCYC - JUNE 2018 STMT [Print](#) [Data](#) [F](#)

	A	B	C	D	E	F	G	H
10	3801-0108 MCYC - OTHER REVENUE					(151.00)		#DIV/0!
11	5101-0108 MCYC - TELEPHONE		56.60	28.30	56.60	339.60	230.00	12.30%
12	6494-0108 MCYC - VOLUNTEER RECOGNITION		(172.08)		(172.08)	(172.08)	500.00	0.00%
13	6501-0108 MCYC - ADV. & PROMO.				49.99	745.44	1,800.00	0.00%
14	6603-0108 MCYC - SPECIAL PROJECTS	55.00		55.00	253.36	1,225.64	1,000.00	5.50%
15	6604-0108 MCYC - PARTS		7,533.07		7,533.07	15,590.86	5,000.00	0.00%
16	7001-0108 MCYC - WAGES	2,277.87	866.37	3,045.06	1,012.37	6,790.99	12,000.00	25.38%
17	7101-0108 MCYC - BENEFITS	186.62	58.56	261.16	66.87	566.80	1,080.00	24.18%
18	8001-0108 MCYC - DEPRECIATION EXPENSE					246.08	250.00	0.00%
19	8501-0108 MCYC - HST/GST EXPENSE		197.92		197.92	1,334.00		#DIV/0!
20								
21	Total All	999.12	7,363.45	1,186.86	7,560.06	12,197.47	7,860.00	15.10%
22								
23								16.67%

The June statement is the latest I have as of right now.

## CURRENT CHALLENGES

Nothing at the moment is challenging. The process for planning the auction is going well. Hopefully we get a lot of turnout this year and hopefully we get a lot of volunteer help as well.