



2018-2019 Executive Board Meeting

Topic: Executive Board Meeting 18-16
Date & Time: Thursday, November 8, 2018
 11:30 a.m.
Place: MSU Boardroom, MUSC 201

Items:

| | | |
|-----|---|-----------------|
| 1) | Adopt Agenda | |
| 2) | Adopt Minutes | |
| 3) | WGEN Report | Jocelyn Heaton |
| 4) | Diversity Services Report | Mijia Murong |
| 5) | EFRT Report | Samantha Aung |
| 6) | Food Collective Centre Report | Hannah Philip |
| 7) | Pride Community Centre Report | Miranda Clayton |
| 8) | Sponsorship & Donations Committee Recommendations | Robinson |
| 9) | Committee of the Whole - Services | Epifano |
| 10) | Committee of the Whole – Organizational Updates (Hiring & Diversity) | Farah |
| 11) | | |
| 12) | | |

Objectives

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

Motions

8. **Moved** by Robinson, seconded by ____ that the Executive Board approve the following recommendations by the Sponsorship & Donations Committee:
 - \$250 sponsorship to the Arts and Science Musical.
 - \$300 sponsorship to the International Women's and Children's Health Conference.
 - \$100 sponsorship to the McMaster Mars Rover team.
9. **Moved** by Epifano, **seconded** by ____ that the Executive Board move into Committee of the Whole to discuss the Services that presented the meeting before. (Maccess, Maroons, SCSN, SHEC, Spark, SWHAT)
10. **Moved** by Farah, **seconded** by ____ that the Executive Board move into Committee of the Whole to discuss the topic on the agenda, as circulated.

Executive Board Meeting 18-16
Thursday, November 8, 2018 @ 11:30am
MSU Boardroom, MUSC room 201

Called to Order 11:30am

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

Late

Absent

Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD), Jocelyn Heaton (WGEN Coordinator), Hannah Philip (FCC Coordinator), Maddison Hampel (Operations Coordinator), Miranda Clayton (PCC Coordinator), Mijia Murong (Diversity Services Director)

1. Adopt Agenda

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

Amendment

- Epifano – Strike the EFRT Report

Moved by Robinson, **seconded** by Warwani to adopt the agenda, as amended.

Passes Unanimously

2. Food Collective Centre Report – Hannah Philip presented

- Philip summarized the report.

Questions

- Bertolo asked if the Centre could please help promote the survey.
- Wooder stated that the Good Food Box looked awesome, same with delivery.

3. WGEN Report – Jocelyn Heaton presented

- Heaton summarized the report.

Questions

- McGowan suggested giving deliverables to the volunteers in the space, so that it doesn't look like they're just hanging out. Heaton responded that the volunteers do things during their shifts, but the main role was to be a facilitator. They stated that they will look into giving more items to do.

4. Diversity Services Report – Mijia Murong presented

- Murong summarized the report.

Questions

- Roshan asked what the timeline was for the Voluntourism campaign for December. Murong responded that the service has had discussions on how they would like the campaign to look like. They stated that the services will be re-launching the campaign as they already have the posters and resources and then they will look into more creating ways of discussing it.
- Hackett asked what the collaboration with EIO for AOP training would look like. Murong responded that they have had a few conversations and have exchanged PowerPoints presentations and attended each other's trainings to see how it was facilitated.

- Murong asked if the Board would like to see the standardization of AOP in that way, as of right now students from Welcome Week residence training gets one and faculty reps get another set. Warwani felt that it depended on the standardization and that there should be distinction between groups.
- Roshan asked about Murong's experience as Chair for Interfaith Council. Murong responded that they didn't realize it was a part of the role until Max Lightstone reached out to them. They stated that they have found a different set of values in the council and felt that it was a good space for community building. Murong stated that they weren't sure if the role was the best person to be Chair of the council as they don't have the lived experience to fulfil the role.
- Florean asked if it was necessary to have AOP training every year. Hampel responded that if they were to excuse people from training it would be similar to the modules on Mosaic, where they have to repeat every three years.
- Hampel stated that they would like to speak to the position being Chair of Interfaith Council, as it wasn't currently included in the job description and it wasn't fair for Murong to be thrown into it. Scott clarified that the Council passed late last year during the SRA, so the position was probably overlooked when updating job descriptions. Scott added that it was suggested to last year's AVP Internal Governance that the Chair be either the Assistant Director of Diversity Services or elected from within, but the suggestion wasn't taken. Epifano stated that they should re-visit the Operating Policy and could put it on the Internal Governance Committee's radar. They stated that they agreed with Scott, and that the Chair should be elected from those sitting on the Committee and not just appointed.
- Epifano stated that to Florean's point, the reason why they give AOP year after year was because of lot of times things change and if that person is part of a different service then they get a tailored AOP. Epifano added that at one point there was AOP 1 and AOP 2, 2 was for those who had already completed 1 and was doing more training. They explained that it stopped but didn't know why. Murong stated that they struggle with that as well. They stated that AOP shouldn't be a thing where the student learns the concepts and knows the definitions and graduates. They stated that when giving AOP the people putting up their hands have already received it before, and that it feels like it should be more of a conversation and discussing experiences.
- Bertolo asked if Murong had reached out to MISCA or CISSA yet. Murong responded that they haven't yet, but it was on their radar. Bertolo responded that they have been having conversations with CISSA about a campaign that CISSA would like to run, but the challenge is ensuring that the MSU was reaching out to them instead of running campaigns without collaboration.

5. Pride Community Centre Report – Miranda Clayton presented

- Clayton summarized the report.

Questions

- Wooder stated that Clayton did a great job with Pride.
- McGowan asked about the renovation. Clayton responded that it was great, and that people love the colour.
- Wooder suggested creating auto responses on the Facebook page in case people start feeling as though it was a lot.

6. Sponsorship & Donations Committee Recommendations

Moved by Robinson, **seconded** by Roshan that the Executive Board approve the following recommendations by the Sponsorship & Donations Committee:

- \$250 sponsorship to the Arts and Science Musical.
- \$300 sponsorship to the International Women's and Children's Health Conference.
- \$100 sponsorship to the McMaster Mars Rover team.

- Robinson went over the memo.

- Hackett stated that they liked the amount of detail put in the memo. They asked how much the Committee has spent this year versus last year.
- Robinson responded that they didn't have that amount right now but could get it from a previous report.

Passes Unanimously

7. Committee of the Whole – Services

Moved by Epifano, **seconded** by ____ that the Executive Board move into Committee of the Whole to discuss the Services that presented the meeting before. (Maccess, Maroons, SCSN, SHEC, Spark, SWHAT)

Motion Fails due to no Seconder

8. Committee of the Whole – Organizational Updates (Hiring & Diversity)

Moved by Farah, **seconded** by Warwani that the Executive Board move into Committee of the Whole to discuss the topic on the agenda, as circulated.

Passes Unanimously

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

Passes Unanimously

Rise and Report

- Farah reported that the Executive Board discussed Hiring and Diversity in the MSU. The Board discussed looking at standardizing information for hiring, and what to make that process look like. The Board discussed looking at collecting data for those who apply. Encouraged looking at promoting more incentives for paid staff and volunteers. Would like to see an standardized process for applicants who re-apply for the same position. The Board also discussed the idea of using better language for promotions, getting rid of acronyms to try and target the average student. Farah stated that the idea was brought up to have the interview to be more of a conversation so that those interviewed felt like they had a great experience with the MSU and would want to come back. The Board suggested looking into more standardized appreciation packages for those already hired. A few more suggestions were to look into hosting a job fair, looking at hiring cycles again, adding resources/tips and tricks for generating better cover letters, and to look into how the MSU was promoting the opportunities for CSRs and PTMs.

9. Information and Questions

- Wooder reported that Remembrance Day is on Sunday, and that the ceremony will be held in Convocation Hall at 10:30am and all in the community are welcome. They stated that tax-free Tuesday launched, and they currently don't have any numbers. Wooder reported that the townhall on Free Speech was next Wednesday in TwelvEighty at 11:30am.
- Hampel reported that the next hiring cycle will be happening soon, and the first round went well. Hampel stated that they had a good number of applicants and have fortified the process with the Office Clerks. They stated that they will be looking at the job descriptions currently located on the website and making sure they're updated.
- Scott announced that the Mitten Tree, in support of Wesley Urban Ministry, will be starting up on November 22. They will gladly accept mittens, hats, and scarves to help decorate the tree.
- Epifano stated that the Board will be receiving emails soon with dates for hiring.

- Hackett asked Wooder if the MSU has ever considering partnering with a company to offset costs, like festivals do. Wooder responded that sometimes they do, but only if it's a closed campus show.
- Bertolo announced that PolicyCon was this Saturday and OUSA was last weekend. Bertolo stated that the MSU was able to influence the conversation in the way they wanted. Bertolo reported that next week was Lobby Week.
- Farah announced that next week's conversation for Organization Updates will be the SAB.
- Robinson announced that SLEF will be closing tomorrow. They had a great meeting helping to plan 'life after mac' that will be in January. Robinson stated that they sit on a committee called 'hired at mcmaster', which is going well.

10. Adjournment and Time of Next Meeting

Time of Next Meeting:

**Thursday, November 15, 2018
11:30am
MSU Boardroom, MUSC 201**

Moved by Roshan, **seconded** by Robinson that the Executive Board meeting be adjourned.

Passes by General Consent

Adjourned at 1:19pm

/vs



REPORT

From the office of the...

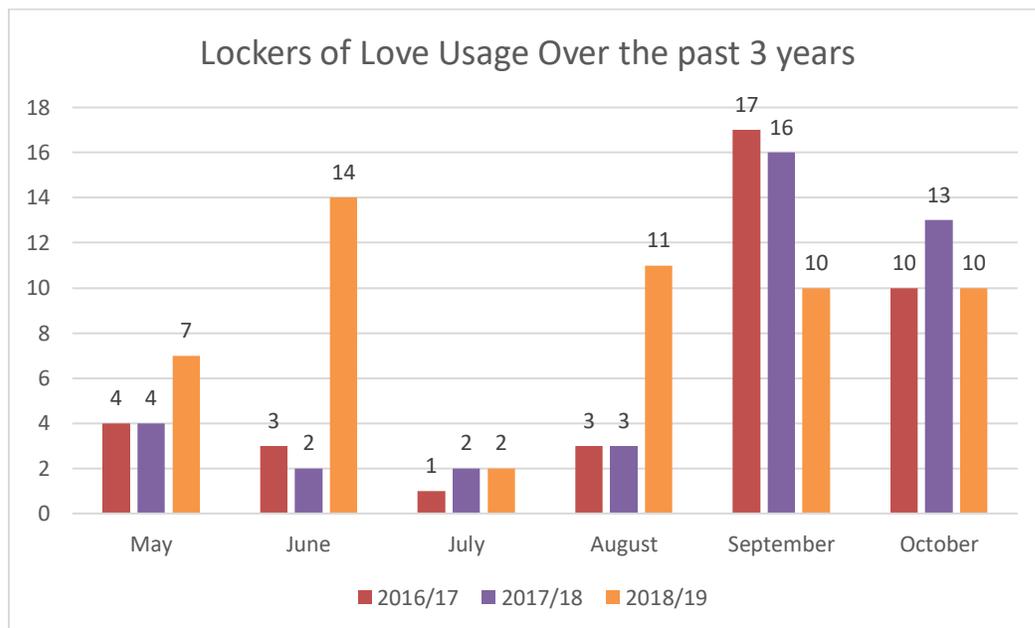
MSU Food Collective Centre Director

TO: Members of the Executive Board
FROM: Hannah Philip
SUBJECT: MSU Food Collective Centre Report #5
DATE: November 6th 2018

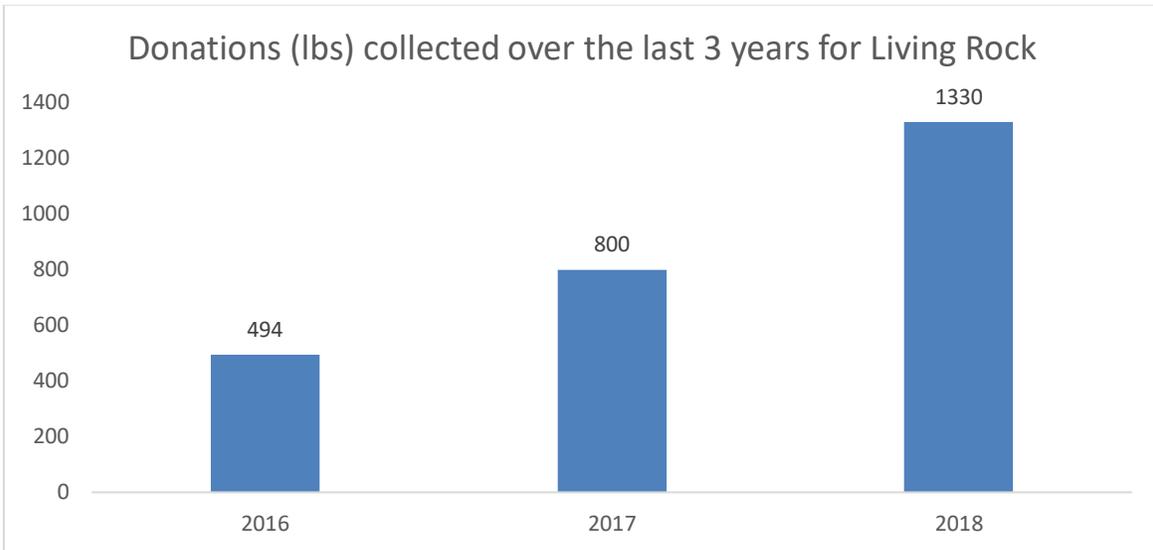
YEARPLAN UPDATE

Since the last report, we have run a very successful food drive campaign on behalf of Living Rock as well as re-stocking the Food Collective Centre. We've also finished our second Good Food Box packing + delivery. We had our first Second Course event and are getting ready for our second one later this month!

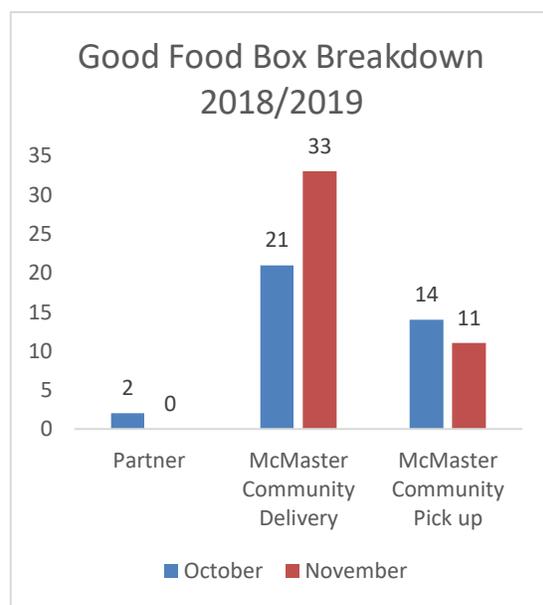
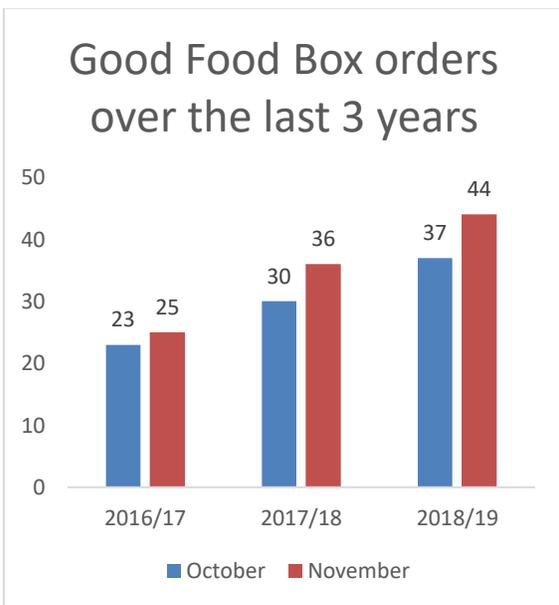
SERVICE USAGE



Lockers of Love usage is steady overall and as expected for this time of year. Our FCC is filled because of Trick or Eat, we are in need of more hygiene items and will be placing an order for those soon.



Trick or Eat stats for the last 3 years. This year we did really well for Living Rock.



Good Food Box usage is increasing this year in comparison to the last few years which may be due to increased social media presence as well as our delivery option.

The majority of our customers tend to pick the delivery option, and this month especially we've had a lot more people who have chosen the delivery option as opposed to the pick-up option.

Seeing absolutely no partners purchasing the Good Food Box for this month is worrying, especially because this program seems like it would benefit our FCC partners the most. For next month, I hope to subsidize Good Food Boxes for partners completely by using money from the Food Collective Centre reserve dedicated to purchasing items for the FCC space.

PAST EVENTS, PROJECTS & ACTIVITIES

Trick or Eat

Trick or Eat was an incredible success!! We had a fantastic turnout from Mac students who wanted to help out! It was a long but really fruitful day. We raised over 1330 pounds of food from the houses in the neighborhood and both Living Rock and the FCC are really pleased with the quantity of the donations.

Good Food Box

Our second Good Food Box packing went really well! We were able to get all 44 boxes packed and ready to go before 10 AM for Hamilton Cab to pick up and deliver to the houses.

Second Course

Our first Second Course event went well! We were able to get the food to Mac students with the help of No Lunch Money, but our turnout wasn't as high as it was at certain second course events last year.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Second Course

As mentioned previously turn out wasn't as high as expected. This month I hope to reach out to our partners first and then promote our event through other groups at McMaster that might reach out to more students who are food insecure and may appreciate this program.

McMaster Poverty Initiative Student Advocacy Committee

A group of like-minded individuals on campus who are looking to alleviate poverty within the student community and connect to the external community. Currently one project we are looking to develop as a group is the destigmatization of individuals accessing services and resources meant to aid in poverty reduction. For example, accessing our Food Collective Centre space and resources or the resources provided by the Student Financial Aid and Scholarships Office (SFAS).

Community Kitchen: Autumn themed workshop!

Our first community kitchen workshop is happening today (Thursday) at 5:30 at Alumni House! It's our first time doing a community kitchen workshop in the Alumni House and we're excited to be located on campus, but wary about the smaller facilities. Our group will be smaller than usual, but only by about 3-5 people because we find that community kitchen workshops work better and are more useful in smaller groups. We usually aim for 15 individuals in Fortino's and between 10-12 in the Alumni Kitchen house.

BUDGET

We spent 660 dollars to purchase all of our Good Food Boxes through Grace Lutheran Church. For Trick or Eat, we spent 153 dollars to buy flyers for the neighborhood, and 36 dollars to purchase extra topping for pancakes, as well as props for our photo booth. We also invested 11.51 dollars to purchase a tape gun and tape to make packing boxes easier.

VOLUNTEERS

Volunteers seem to have no issues so far and a few of them came out to help with the prepping of Trick or Eat and even participated in our event as well!!

CURRENT CHALLENGES

The increased price of Good Food Boxes seems to be a deterrent for our FCC partners (individuals who access our services). Currently hoping to either look for other avenues to either subsidize or completely absorb the cost for partners to make this service more affordable for them.

SUCSESSES

Trick-or-Eat went so well!! We had fantastic turnout and we raised an unprecedented amount of food for our partners Living Rock as well as some additional food for our Food Collective Centre space which has been fueling our Lockers of Love orders! I'm so very grateful for the hard work Mac students put in for this cause, and I'm so glad that the FCC was able to make it a fun night for them. None of this would have been possible without the hard work my Social and Political Advocacy Coordinators put in to make this happen! I'm also so grateful for my team who went above and beyond to do the heavy lifting (literally) to make this event a success!



REPORT

From the office of the...

WGEN Coordinator

TO: Members of the Executive Board
FROM: Jocelyn Heaton
SUBJECT: Women and Gender Equity Network Report #4
DATE:s October Nov. 5th, 2018

UPDATE

Since the last report we have been planning and executing our Spooptacular Halloween event, monitoring the Safe(r) Space usage, planning our upcoming Transforming Mac campaign and a few other miscellaneous tasks. I am happy to report that there have been no major struggles as of yet and we have been having success in many aspects of our operation. Spooptacular was very well attended and we received a lot of positive feedback. The Space has been fairly busy, although we do have some feedback from users to act on, which will be further explained below. Transforming Mac is coming together and we should be starting promotions by the Nov. 12th. We also have been working on various campus collaborations and updating our resource library.

SERVICE USAGE

Physical Space

Our space has been open for six weeks. In order to track usage, we have one volunteer per shift assigned to complete an intake form. Since the last report we have had four weeks of operation. From Oct. 1st - 5th, 54% of intakes were completed reporting 81 space users. From Oct. 15th - 19th, 44% of intakes were completed reporting 58 space users. From Oct. 22nd - 26th, 77% of intakes were completed reporting 88 space users. From Oct. 29th - Nov. 1st, 64% of intakes were completed reporting 43 space users. In this time we have received three disclosures of sexual assault. Given the low-moderate intake completion we assume that there are more users than counted accessing our space.

We have received some feedback from returning volunteers and space users that this year's volunteers are somewhat less engaged than in previous years. We plan to address this in some individual meetings the Volunteer Coordinator is setting up this month and in our January refresher training.

Resources

We have given out 2 books since the last report and 1 binder. However, we have had at least 3 requests for size large binders which we are currently out of. We are in contact with our sponsors regarding an incoming shipment of binder sand and are expecting it to come in soon.

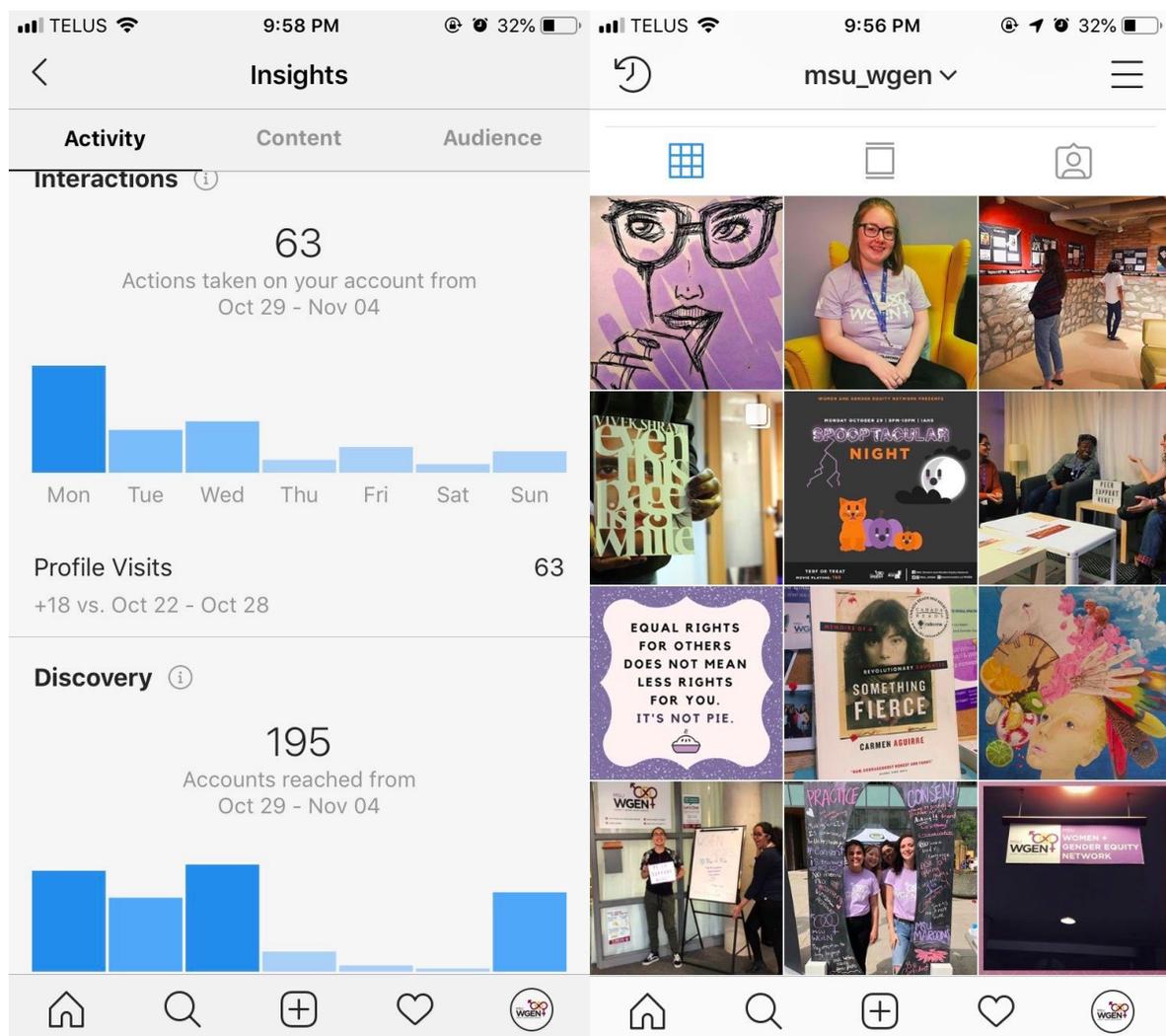


REPORT

From the office of the...
WGEN Coordinator

Social Media

Our Facebook and Twitter engagement have stayed fairly constant since my last report, with spikes of usage around event times. However, I want to highlight our new Instagram. We have been operating the Instagram for approximately two months now and have had really wonderful engagement so far. Not only are we able to share our events and campaigns but we have started three consistent posting strategies. First, we post #wgenartists once a month to highlight women and non-binary artists at McMaster and in Hamilton. Second, we have #wgenreads where we highlight books from our resource library. Lastly, we have our volunteer highlights in which we share experiences from WGEN volunteers. We seem to be getting consistent engagement with this type of posting and will continue these strategies.



PAST EVENTS, PROJECTS & ACTIVITIES

Since the last report we have run one independent event called Spooptacular. The event was held on Oct. 29th and was our annual Halloween night of Feminist fun. We had a fun ‘TERF or treat’ activity in which attendees got to knock on doors and find some cary exclusionary feminists behind them, acted out by the lovely WGEN exec. If attendees could guess what was wrong with what we were saying behind the doors, they got candy. After the activity we also watched a movie and had some more snacks available. The event was very well attended with more than 30 students present at any given time. We also received positive feedback from attendees, many of whom this was their first WGEN event.



Many of our volunteers and executive attended the Tarana Burke keynote at Mohawk. Myself and two of my executives were also able to attend the McMaster meet and greet beforehand. Although we were not directly involved in the planning of this event, we were consulted throughout the process and kept in the loop. The event was wonderful and all those we heard from gained so much from Taranas incites into sexual violence survival.



REPORT

From the office of the...

WGEN Coordinator

We also took part in a few collaboration events. First, Elizabeth, one of the Social and Political Advocacy executives attended an event on Oct. 19th called ????. The event was not ideal because it was during reading week and so attendance was low but we are glad we could be there to share our service with those who did attend. Second, we provided out peer support services at the Commit(men)t and Allyship event on Oct. 24th by a McMaster Student. Myself and Zainab, one of the Social and Political Advocacy executives attended the event and operated a remote and anonymous support text line for attendees. The event itself was wonderful and I want to shout out the organizer Maddison Brockbank for all her hard work in making the event happen. Our support services were not used at the event although some folks did express that our presence gave them comfort. Lastly, Sasha dn Nealob our Community Events and Planning team attended an event about Social Justice in Islam on Nov. 5th. The event was well attended and we were able to share our service with the attendees.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Our main project right now is planning our Transforming Mac week, which is an educational and community building week of trans focused programming. So far we have nine events planned and are awaiting the Underground designs for the campaign posters. We are in the process of reaching out to other MSU services and clubs for various collaborations and if pursued may request special projects funding for some events. We are also in contact with McMaster Muslims for Justice and Peace regarding a collaboration event in which we will be available to provide support to attendees of a keynote event about the intersection of survivorship and being religious. Additionally we are adding some new books to our resource library as requested by the Resources executives and have begun planning our term end volunteer appreciation.

BUDGET

| <i>ACCOUNT CODE</i> | <i>ITEM</i> | <i>BUDGET / COST</i> |
|---------------------|-----------------------------|----------------------|
| 6102-0308 | OPIRG button maker | 6 |
| 6102-0308 | OPIRG button maker | 15 |
| | TOTAL SPENT IN LINE | \$21 |
| | REMAINING IN LINE | \$2779.00 |
| | | |
| 6103-0308 | Clubs Button make | \$12 |
| 6103-0308 | WGENius prizes and food | \$186.23 |
| 6103-0308 | Clubsfest tables | \$20 |
| 6103-0308 | Spooptacular props and food | 118.85 |
| | TOTAL SPENT IN LINE | \$337.08 |



REPORT

From the office of the...

WGEN Coordinator

| | | |
|---------------------------------------|-----------------------------|-------------------|
| | REMAINING IN LINE | \$662.92 |
| 6501-0308 | Sponsorship poster | \$55.00 |
| 6501-0308 | Website banners | \$55.00 |
| 6501-0308 | Hiring graphics | \$75 |
| 6501-0308 | WGENious package | \$75 |
| 6501-0308 | Spooptacular package | 150 |
| | TOTAL SPENT IN LINE | \$410.00 |
| | REMAINING IN LINE | \$1,90.00 |
| 6494-0308 | Mistaken charge (2017-2018) | 420.63 |
| | TOTAL SPENT IN LINE | 420.63 |
| | REMAINING IN LINE | \$329.37 |
| 6804-0308 | Training Weekend | \$273.16 |
| | TOTAL SPENT IN LINE | \$273.16 |
| | REMAINING IN LINE | \$426.84 |
| <i>TOTALS</i> | | |
| TOTAL BUDGETED DISCRETIONARY SPENDING | | \$6,800.00 |
| TOTAL ACTUAL DISCRETIONARY SPENDING | | \$1,369.77 |
| REMAINING DISCRETIONARY SPENDING | | \$5,430.23 |

The above budget is what I have recorded. The statements I have gotten from the Comptroller all match these numbers except for the budget line 6102-0308, Annual Campaigns. As indicated in my last EB report, WGEN spent Depreciation funding on some updated furniture and storage for the space. The total cost was \$912.7801 with tax. however, in my most recent statement there is a \$796.36 charge and I was told they were items purchased on the Visa card at Ikea. and that because they are all under \$1,000 they are expensed on my budget. This was not my understanding of how to costs would be expensed and I have contacted Scott to clarify the issue,



REPORT

From the office of the...

WGEN Coordinator

VOLUNTEERS

Our Safer(r) Space volunteers have been in their roles for over a month now and so far we have been happy with their performance. In order to address some of the concerns and feedback expressed in the service usage section above. The Volunteer Coordinator is planning individual meetings with all volunteers in order to gage their experiences, answer questions and give them individual feedback.

Our Events Committee volunteers have helped us run both of our events this term and are now working hard on our upcoming Transforming Mac campaign. We have only had two official meetings with the Committee so far and therefore they have mostly been working on implementation of events and not the creation of events. I would like to get them more involved in the brainstorming process by having more consistent meetings moving forward.

As said in my previous reports I am very pleased with my executive team this year. They continue to show exemplary effort and communication and I am very grateful for all they do. I have given my executives a feedback link provided to me by Kristina in order to get feedback on myself for next term.

CURRENT CHALLENGES

As mentioned in the update, we have been operating fairly smoothly. But I am concerned about how we are going to implement the feedback from users about our volunteers. I think January training will be a good opportunity to address the issue I want a more immediate solution and to rectify an discomfort it has caused users in the meantime. The meeting with the Volunteer Coordinator mentioned above will address the first of those issues but I am still unsure how to address the users directly and am open to suggestions.

SUCSESSES

Spooptacular was our biggest success since the last report. The main reason this was a success is that it was attended by many new people who had not attended our events before. I chatted personally with a few of them and they seemed excited for future and some asked about ways to get involved. Additionally, as I have mentioned before I think the executive teams functioning is a success once again. I don't know if I can express how happy I am with them and everything they have done and truly am looking forward to what we have to come.

OTHER

N/A



REPORT

From the office of the...
Diversity Services Director

TO: Members of the Executive Board
FROM: Mijia Murong
SUBJECT: [MSU Diversity Services] Report [5]
DATE: [November 06, 2018]

YEARPLAN UPDATE

Volunteers have been hired! We trained our full team of 18 volunteers on November 4th in Bridges, and have begun the process of setting up weekly meeting times for the committees. In the past month, we've hosted one full even and one full campaign, in addition to an additional smaller campaign and a collaboration event with PCC during pride week. Our service review is also underway; the service review has helped us tremendously in terms of creating a survey for our service as a whole, as well as an additional survey to review the impact of Anti-Oppressive Practices training.

SERVICE USAGE

We are continuing to provide AOP training- including that of SWHAT, Hillel, MSA, and our own service. We are looking to collaborate with the EIO in some future AOP's to standardize our training.

Our social media campaigns have also been used by students to share as a reminder to their peers and social networks. Our post recognizing the origins of Thanks giving received 16 shares, and our My Culture is Not a Costume campaign received 14 shares in total.

Finally, we've hosted 10 events in Bridges in the month of October, and are looking for 19 more events in Bridges in the month of November.

PAST EVENTS, PROJECTS & ACTIVITIES

During our first event of the year, "Video on Trial: Horror Edition", students came to bridges to participate in a night of insightful discussions on harmful stereotypes portrayed in popular horror films. Later in the month, we collaborated with Pride Community Center to put on Resistance & Existence: PoC, Pride, & Police in LRW, which turned out to be a successful guided exploration of the relationship between LGBTQ+ folks and police across history and in the present day.

We also took the opportunity of Thanksgiving and Halloween to run educational campaigns across social media platforms and through physical posters around MUSC. From unpacking the history of the Canadian Thanksgiving to relaunching My Culture's Not a Costume for another year, our goal was to remind students to be mindful of their actions and intent during the holidays. This effort seemed to be well received, and we hope to continue making the effort to unpack the history and social implications of various holidays throughout the year, and their associated traditions.

Finally, we also have been developing new materials for AOP training. Some of the new concepts, resources, and media pieces were launched for the first time in our volunteer training. We hope to incorporate these new pieces into future trainings as well.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

We are hoping to spend the next two weeks allowing the volunteer committees to bond and generate ideas for the rest of the year. We will also be hosting another social to provide additional training and brain-storming sessions for the volunteers.

In terms of future events, we are looking to host an event on anti-Semitism in collaboration with McMaster Hillel for Holocaust Education Week. In addition, we are hoping to host a coffee house sometime before the semester ends, possibly in collaboration with the inter-faith council. However, we believe that more event proposals will surface within the next several weeks, after the volunteers have had the chance to meet and discuss their ideas.

Finally, we are looking to expand upon last year's voluntarism campaign. This may take the form of a story campaign featuring local volunteering opportunities, a resource on the deeper social implications of working abroad in general (doing research, helping out with an organization, etc.), or an event in which we collaborate with a campus organization that brings students abroad to some capacity.

BUDGET

| <i>ACCOUNT CODE</i> | <i>ITEM</i> | <i>BUDGET / COST</i> |
|--|----------------------------|----------------------|
| 6804-0317 | Volunteer Training - Food | 82.74 |
| | TOTAL SPENT IN LINE | 217.29 |
| | REMAINING IN LINE | 182.71 |
| 6804-0317 | Volunteer Training - AvTEK | 50.05 |
| | TOTAL SPENT IN LINE | 232.76 |
| | REMAINING IN LINE | 167.24 |
| 5003-0317 | Office Supplies | 20.00 |
| | TOTAL SPENT IN LINE | 20.00 |
| | REMAINING IN LINE | 80.00 |
| TOTALS | | |
| TOTAL BUDGETED DISCRETIONARY SPENDING | | |

| | |
|-------------------------------------|--|
| TOTAL ACTUAL DISCRETIONARY SPENDING | |
| REMAINING DISCRETIONARY SPENDING | |

**I will include the costs of our My Culture’s Not a Costume campaign and Halloween Event in my next EB report, as I was away during the weeks in which these initiatives were arranged, and have not had the opportunity to track down their exact spending.*

VOLUNTEERS

Volunteers have been hired! We received 35 applications in total, and took in a total of 16 volunteers to fill 2 committees. All volunteers were extremely engaged during training, and brought great ideas that we hope to carry out this year. Volunteers will begin meeting weekly as soon as possible, and we are expecting the committees to collaborate on their first projects in late November.

CURRENT CHALLENGES

One current challenge that we are facing is bringing an indigenous and decolonizing perspective to our anti-oppression work. Without an indigenous affairs liaison, we are struggling to find the best way to collaborate with indigenous communities on campus even though so much of our initiatives are related to the projects of colonization in some way shape or form. This is something we are actively trying to change, I hope to host meetings with MISCA and CISSA and other folks in the Indigenous Studies program sometime in the upcoming weeks.

I am also finding it challenging to create time to chair the Interfaith Council meetings. Although I think this is an amazing perspective, I also feel like I do not have the capacity or support to help this committee reach its full potentials.

SUCSESSES

One situation that I think really deserves some applause is the smooth role-transition that my assistant director and I managed to work through, after I needed to take an emergency trip back to China for some family affairs. Within a span of 1 day, I managed to hand over to her all of my responsibilities that I couldn’t attend to in person, while also making sure that she had the support, resources, and knowledge to carry them forward. Despite the last-minute notice and having responsibilities of her own, Prarthna was unhesitant about supporting me and taking on the additional work-load. Despite that week being one of the busiest we have had in our terms, we used effective teamwork skills and communication strategies to ensure that volunteer hiring, 2 events, and 1 campaign were carried out as planned. In the near future, we will be working out the change in our pay for those two weeks.

Another success is having an extremely successful volunteer hiring cycle. I was excited to see the level of engagement with our volunteer hiring campaign

(more Facebook engagement than any post that we've had in years). In addition, our team made the wise decision to re-open hiring after realizing that our promotional material was not shared with certain cultural and religious clubs. We made this decision in order to uphold one of our services' goals for the year: to have a wider outreach and to bring in a stronger "faith and spirituality" perspective to our work. I felt that this was a successful decision because it was well-informed and took in multiple perspectives (I approached my team, the Interfaith Council, Kristina, and Michael), and led to a more diverse pool of applicants to select from.



REPORT

From the office of the...

Pride Community Centre Coordinator

TO: Members of the Executive Board
FROM: Miranda Clayton
SUBJECT: Pride Community Centre Report 4
DATE: November 6, 2018

YEARPLAN UPDATE

Pride Week happened! Now that our biggest endeavor is out of the way for the year we can focus on our other events. Planning is well underway for our AIDS action campaign. Our LGBT Dictionary poster campaign has been delayed and did not happen in September because it took longer than anticipated to determine on definitions that would not have anyone coming for us. The campaign is a low key poster campaign and will be released later in the year as a nice accent to whatever we're doing at the time. Soon we will determine whether we will reopen hiring to bring on more volunteers for semester two. Seeing as how some volunteers have been routinely ditching shifts and some are on co-op next semester it is looking likely.

SERVICE USAGE

We are still seeing consistent service usage and have an established community of regulars now! We are seeing reach from first years to grad students and our social media is doing well. We recently cracked 1000 likes on Facebook to reach 1044 and our Instagram has been gaining at least a few followers a week to be at 232. Our Twitter is the least engaged with media despite having far more followers than the Instagram. We mostly see Twitter engagement from the exec team and other McMaster or MSU accounts. We suspect it is a matter of demographics. Our most successful post with the widest reach at 12k is our statement on the crosswalk vandalism. This is unfortunate but we are glad knowing the community felt our statement did the situation justice.

PAST EVENTS, PROJECTS & ACTIVITIES

Since my last report we have held a movie night social, launched our support groups and ran our Pride Week. Our movie night social had great attendance from our exec/volunteers and about 10 attendees were not affiliated with our space in any way. I had a fun time, I would buy a version of Twilight with commentary from that room of people. Our support groups are on a variety of topics and happen in the space after hours on a weekly basis. We have

identity, experience, and topic based groups such as BiPanPoly Power Hour, Where We Come From, and LGBT Geeks respectively.

Did I mention that Pride Week happened? We hit a few snags but the majority of events were well attended. Monday had the discussion on accessing healthcare while trans which had n10 attendees, 3 of which were new to the service. Monday night had the alumni mixer which was very well attended by students but not well attended by alumni. Unfortunately, only 3 alumni came and they were all ones who graduated recently and knew me personally. This is in part due to the alumni association not having a very efficient mailing list and we should have done more promote it to alumni sooner. That being said, approximately 30 people had a great time at the mixer despite the mentorship aspect not being there are originally intended. Tuesday had the event on PoC, LGBTQ+ people, and the police. I was not present at this event for a head count but the facilitators reported good attendance and engagement from LGBTQ+ students and allies. Wednesday had the rally, which was by far the most stressful event but it came together in the end. Shout out to Kristina for helping us land a spot in the atrium when the weather was gross so we could yell to all of MUSC instead of the 5 people outside. Many new community members and allies sought out the sign making and we will be releasing a photo album of signs soon.

Thursday was very busy and had 3 discussion events as well as the coffeehouse. The discussion events were not spectacularly attended and only drew a few people, the most popular of which was the one on being disabled and LGBTQ+. Hilary and I are actually working out having a joint support group for this exact intersection because there has been demand from both our services. Coffeehouse was my favourite event of the week. We ran out of performance timeslots and The Grind was packed! The event had such a great atmosphere and the best part was so many new faces laughing and having a great time. Our community has such talented members! Lastly, Friday has pride sex ed and the drag show. Sex ed went way better than we thought it would and had 10 attendees as well as fun lube gifts for them thanks to the magic collaboration money pile since SHEC co-hosted. I saw an Instagram post about the event after from someone who said they really appreciated the event because their high school did not have inclusive sex ed programming and they felt unprepared. The week had the most amazing closer I could have asked for with the drag show. We quickly ran out of our 20 student passes but that did not stop people. The event was packed with students and apparently the rest of the Hamilton LGBTQ+ community because it was absolutely wild.

We would like to thank Diversity Services, Maccess, SHEC, Queer Outta Hamilton, Polyester, Sous Bas, MUSC, and Kristina for being such valuable partners in providing events and promoting the whole week.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

We were originally going to do a Mariokart night in November but Engiqueers jacked our idea so we need to find something else. We are also holding an AIDS action week in late November which includes a speaker, workshops from

the AIDS Network, and advocacy related to the blood ban. As for December we are planning on holding some stress-buster events but otherwise taking it easy that month to focus on exams and second semester planning. Some events for semester two are already in the works such as a Pride Night at a basketball game with Ath & Rec.

BUDGET

| McMaster Student's Union | | | | | | | |
|---|---------------|-----------------|-----------------|-----------------|------------------|------------------|---------------|
| Dept. 0119 - Pride Community Centre | | | | | | | |
| For the Five Months Ending September 30, 2018 | | | | | | | |
|  | Current | Prior Yr. | Current | Prior Yr. | Prior Yr. | Approved | % Budget |
| | Month | Month | YTD | YTD | YE | Budget | Used |
| | September | September | 2018-19 | 2017-18 | 2017-18 | 2019 | To Date |
| | | | | | | | |
| All: | | | | | | | |
| 5003-0119 QSCC - OFFICE SUPPLIES | | | | | | 60.00 | 0.00% |
| 5101-0119 QSCC - TELEPHONE | 50.30 | 100.60 | 150.90 | 251.50 | 603.60 | 600.00 | 25.15% |
| 5202-0119 QSCC - COMMUNITY OUTREACH | 8.00 | | 28.00 | | 36.97 | 100.00 | 28.00% |
| 6102-0119 QSCC - ANNUAL CAMPAIGNS | 78.26 | (351.54) | 78.26 | | 456.69 | 3,300.00 | 2.37% |
| 6494-0119 QSCC - VOLUNTEER RECOGNITION | (40.00) | | (40.00) | | 500.00 | 500.00 | (8.00%) |
| 6501-0119 QSCC - ADV. & PROMO. | 23.46 | 1,500.00 | 196.41 | 1,500.00 | 1,655.08 | 1,500.00 | 13.09% |
| 6604-0119 QSCC - RESOURCE PURCHASES | | | | | | 100.00 | 0.00% |
| 6804-0119 QSCC - TRAINING EXPENSE | | | | | 228.08 | 500.00 | 0.00% |
| 7001-0119 QSCC - WAGES | 786.94 | 689.85 | 3,787.83 | 2,764.35 | 7,355.27 | 8,500.00 | 44.56% |
| 7101-0119 QSCC - BENEFITS | 64.58 | 54.93 | 314.09 | 220.95 | 550.74 | 595.00 | 52.79% |
| 8001-0119 QSCC - DEPRECIATION EXPENSE | | | 101.32 | 101.32 | 303.96 | 300.00 | 33.77% |
| Total All | 971.54 | 1,993.84 | 4,616.81 | 4,838.12 | 11,690.39 | 16,055.00 | 28.76% |
| | | | | | | | 41.67% |

Pride Week was expensive but worth it. We bought a hefty promo package as well as a small banner and many rave cards which totaled approximately \$300. We had not dipped into the annual campaigns line until now. Space booking and catering for events came to \$802.50, AV for events came to \$381, poster materials for the rally were about \$30, and our contribution to student passes for the drag show was \$100. The total cost of Pride Week from the campaigns budget came to \$1313.50, leaving us with just under \$2000 for the rest of our campaigns. I do not foresee this being an issue as the rest of our year is more low key. What is an issue is that we only had \$100 in our community outreach budget so we will need to dip into the annual campaigns budget for any more community outreach matters, which is what I would consider social events and support group costs. We will be allocating money from the annual campaigns budget to this. We also held a volunteer social and spent approximately \$120 on it, leaving us with plenty for more socials.

VOLUNTEERS

Our volunteers have been getting to know each other well and become friends which is lovely. The one issue is they don't stop talking to each other during shifts! We are still instilling good habits in them such as making sure they acknowledge when people enter the space and locking up properly at night. My Volunteer & Training Coordinator is still in the process of overhauling the

volunteer resource binder. For perspective, the material had not been updated since we were called the GLBT centre.

CURRENT CHALLENGES

My exec is not very good at communicating and I find I need to chase them down a lot. They will not tell me when they are struggling and cannot fill their role due to school or other life stress, they tend to just drop off the face of the Earth instead. This will be discussed at our next exec meeting. My Social & Political Advocacy Coordinator also recently suffered a collapsed lung which requires surgical intervention. He will be off for the next 1-3 weeks which will be challenging as we need to continue setting AIDS action in stone and he is my most on the ball team member. We discussed and he is still able to correspond with me remotely to plan and other exec will need to fill in for him in person.

SUCSESSES

Pride Week was an utterly amazing experience and I am glad to have set this precedent this year. The feedback has been great and people are excited to come future events! Booking a MUSC table was so much more effective than we thought it would be and we will probably make that a standard part of promo for larger events.



MEMO

From the office of the...

Associate VP Finance

TO: Members of the Executive Board
FROM: Alexandra Johnston, Associate VP Finance
SUBJECT: Sponsorship and Donations Meeting #3
DATE: November 6, 2018

Dear members of the Executive Board,

The Sponsorship and Donations Committee met on October 31st, 2018 to discuss requests submitted for Sponsorship and Donations. Voting members were able to provide their input on the allocation of funding for these applications. In this meeting, the decisions were as follows:

1. \$250 in Sponsorship to the Arts and Science Musical. This is the third annual musical and it will take place from March 21-23. In return for our sponsorship, the MSU will receive a half page add in the program and promotions on the Arts and Science Musical social media platform which includes: Facebook, Instagram and Twitter.
2. \$300 Sponsorship to the International Women's and Children's Health Conference. This conference is on November 24th, 2018. The sponsorship is split, and we are offering \$150 in printing costs through the Underground and \$150 in monetary donation. As a return for our sponsorship, the MSU logo will be on their promotional materials and media. The MSU will also be acknowledged as a donor and thanked during the conference itself.
3. \$100 sponsorship to the McMaster Mars Rover team. This is for a team which is creating a functional Mars Rover for a competition in August 2019. In exchange for our Sponsorship, this puts us at a "Stargazer" donation level and we will receive our logo on their website and name on the team banner, team uniform and promotional materials.

This is the fourth time this year that the Sponsorship and Donations Committee is making a recommendation to the Executive Board. As such, should the recommendations be approved the fund will now sit at \$6,760 to be used throughout the remainder of the year.

If you have any questions, please do not hesitate to contact me.

Best,
Alexandrea Johnston
Associate Vice-President Finance
avpfinance@msu.mcmaster.ca