**Executive Board Meeting 19-01**

**Tuesday, June 11, 2019 @ 2:05pm**

**MSU Boardroom, MUSC room 201**

**Called to Order 2:10pm**

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| **Present** | Belliveau, Figueiredo, Hackett, Homsi, Johnston, Marando, Singh |
| **Late** |  |
| **Absent** |  |
| **Others Present** | J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD), Giancarlo Da-Ré (CLAY Coordinator) |

**1. Adopt Agenda**

**Moved** by Hackett, **seconded** by Johnston to adopt the agenda, as presented.

**Passes Unanimously**

**2. Adopt Minutes**

**Moved** by Hackett, **seconded** by Singh to adopt the minutes of Executive Board meeting 18-30 – March 28, 2019, as circulated.

**Passes Unanimously**

**3. CLAY Report – Giancarlo Da-Ré presented**

* Da-Ré summarized the report.

**Questions**

* Hackett thought that Da-Ré did a great job and thanked them for their report. He thought the conference went very well.
* Marando stated that Da-Ré did a lot of great things this year by repairing a lot of relationships within the community and working to make the conference more sustainable. Marando asked Da-Ré to highlight a few suggestions for the coming year. Da-Ré responded that one of the major reasons why CLAY was successful was because it was not on campus in an urbanized area and suggested that they keep going with Camp Trillium. Da-Ré stated that it’s still doable to work within the CLAY budget to keep holding it at Camp Trillium. Da-Ré suggested that those who do pay the full fee would probably be willing to pay more, so this could help with costs. Da-Ré stated that the Coordinator should also have a heavier role in maintaining the relationships with people in the community. Da-Ré suggested splitting the budget codes for accounting as spending is all the same budget line.
* Johnston stated that Da-Ré did so well this year, and asked about staff to delegate ratios. Da-Ré responded that two years ago they had 160 delegates, last year 130, and this year 100. They stated that they weren’t sure if this was the culture or outreach strategies that made the numbers go down, but it did make a big difference in revenue. Da-Ré explained that staff historically haven’t paid fees to attend, but they do pay for vulnerable sector checks. Da-Ré stated that in terms of accommodations it’s $25 per person per day and that they’re paying for each meal. They explained that they weren’t sure what was the best option for staff.
* Wooder asked what the ideal ratio was. Da-Ré responded that in previous years it was 1:3. They stated that staff are hired in January and registration goes right up until a week before conference so it’s all a guessing game on how many are actually needed. They stated that the 1:2 ratio wasn’t needed b/c it was a lot of money.
* Homsi asked if it was possible to hire staff after registration. Da-Ré responded that it would be difficult as it gets busy the two months before conference with exams and such.
* Marando asked if they collect information from where the delegates were coming from, groups and location. Da-Ré responded that they know where each person was from.
* Marando asked if there was a comparison from previous years and if any specific groups have dropped. Da-Ré responded that they have re-structured from previous years, and that they now advertise how many spots each organization gets. Da-Ré stated that they could only compare to last year’s numbers as they don’t have access to previous files.
* Marando stated that in previous years the faculty of social work has sponsored youth in care. He asked if this was something that didn’t happen this year, and if there was a conversation as to why the faculty were no longer sending these students. Da-Ré responded that a lot of communication has been lost over the past couple of years, due to lack of transition reports. Da-Ré stated that this relationship would be awesome and will include it in their transition report.

**4. Horizons Report – report attached**

* Figueiredo explained that Tomas was in class, and if there were any questions that they can send them over to her.

**Questions**

* Marando asked what the timeline looked like with the early bird spots and other tiers.
* Johnston stated that she was curious to see how much money was raised for sponsorship and would like to know where they’re at.
* Marando asked for more information on less applications and wanted to know if this was part of a trend or another reason why.

**5. MACycle Report – not submitted**

* Figueiredo stated that she will touch base on when this will be submitted.

**6. Open EB/MSU Seats on Committees**

**Moved** by Johnston, **seconded** by Figueiredo to move motions 6.a to 6.f omnibus.

**Passes Unanimously**

**Moved** by Singh, **seconded** by Johnston that the Executive Board open nominations for two (2) Executive Board members on the Space Audit Committee.

**Passes Unanimously**

**Moved** by Singh, **seconded** by Johnston that the Executive Board open nominations for one (1) Executive Board member on the Sponsorship and Donations Committee.

**Passes Unanimously**

**Moved** by Singh, **seconded** by Johnston that the Executive Board open nominations for one (1) MSU member on the Sponsorship and Donations Committee.

**Passes Unanimously**

**Moved** by Singh, **seconded** by Johnston that the Executive Board open nominations for one (1) Executive Board member on the Silhouette Board of Publications.

**Passes Unanimously**

**Moved** by Singh, **seconded** by Johnston that the Executive Board Open Nominations for one (1) Executive Board member on the EFRT Advisory Committee.

**Passes Unanimously**

**Moved** by Singh, **seconded** by Johnston that the Executive Board open nominations for one (1) Executive Board member on the Wage Review Committee.

**Passes Unanimously**

**7. Close EB Seats on Committees**

**a) Space Audit Committee**

**Moved** by ­­­­Singh, **seconded** by Figueiredo that the Executive Board close nominations for two (2) seats on the Space Audit Committee.

**Nominations**

* Homsi
* Marando

**Passes Unanimously**

**b) Sponsorship and Donations Committee**

**Moved** by Johnston, **seconded** by Homsi that the Executive Board close nominations for one (1) Executive Board member on the Sponsorship and Donations Committee.

**Nominations**

* Singh

**Passes Unanimously**

**c) Silhouette Board of Publications**

**Moved** by Singh, **seconded** by Figueiredo that the Executive Board close nominations for one (1) Executive Board member on the Silhouette Board of Publications.

**Nominations**

* Belliveau

**Passes Unanimously**

**d) EFRT Advisory Committee**

**Moved** by Singh, **seconded** by Hackett that the Executive Board close Nominations for one (1) Executive Board member on the EFRT Advisory Committee.

**Nominations**

* Homsi

**Passes Unanimously**

**e) WAGE Review Committee**

**Moved** by Singh, **seconded** by Belliveau that the Executive Board close nominations for one (1) Executive Board member on the Wage Review Committee.

**Nominations**

* Johnston

**Passes Unanimously**

**8. Open nominations for the MSU Students of Distinction Award**

**Moved** by Hackett, **seconded** by Singh that the Executive Board open nominations for the MSU Students of Distinction Award.

**Passes Unanimously**

**9. Transition Reports**

**a) Vice-President (Finance)**

**Moved** by Singh, **seconded** by Johnston that the Executive Board approve the transition report for the Vice-President (Finance) ’19, as circulated.

* Scott explained that all transition reports were handed in on time.
* Johnston stated that she found this very helpful.

**Vote on Motion**

**Passes Unanimously**

**b) Vice-President (Administration)**

**Moved** by Figueiredo, **seconded** by Hackett that the Executive Board approve the transition report for the Vice-President (Administration) ’19, as circulated.

* Figueiredo stated that she thought this was great, and that Kristina did a great job.

**Vote on Motion**

**Passes Unanimously**

**c) Vice-President (Education)**

**Moved** by Hackett, **seconded** by Singh that the Executive Board approve the transition report for the Vice-President (Education) ’19, as circulated.

* Hackett stated that it was great.

**Vote on Motion**

**Passes Unanimously**

**d) President**

**Moved** by Hackett, **seconded** by Singh that the Executive Board approve the transition report for the President ’19, as circulated.

* Scott stated that she felt that this document didn’t follow Bylaw 4 – Officers appropriately.
* Marando stated that he felt that this transition report was okay because he and the past president met a lot beforehand.

**Vote on Motion**

**Passes Unanimously**

**10. Rescind OP**

**Moved** by Hackett, **seconded** by Singh that the Executive Board rescind the operating policy for the Neighborhood Assistance Advisory Council.

* Hackett went over the memo with the Board.

**Vote on Motion**

**Passes Unanimously**

**11. OPERATING POLICY – EDUCATION AND ADVOCACY DEPARTMENT**

* Hackett went over the memo with the Board.
* Figueiredo stated that the name for the role replacing the old SCSN Coordinator might change based on what the Operations Coordinator suggests.
* Scott gave options on how to proceed. She stated that they could either approve the changes, except for the job position, or bring everything to the next meeting when the job position title has been finalized.
* The Board discussed the options and decided to bring changes forward to the next meeting.

**12. Closed Session**

**Moved** by Hackett, **seconded** by Johnston that the Executive Board move into Closed Session.

**Passes Unanimously**

**13. Return to Open Session**

**Information and Questions**

* Singh stated that he spoke to the Mohawk Students Association to see if they could have the library hours extended in IAHS. He added that he was trying to coordinator with admins from the library to get a 3am timeslot for Thode.
* Figueiredo asked Scott to explain the point of Committee of the Whole for Services and asked if the Board would like to continue with the tradition. Scott explained that was done in the past. The Board discussed this and decided to go ahead without Committee of the Whole for the summer meetings to see how it would work.
* Wooder stated that he has put together promo training with the Comms Officer and will be rolling it out to the summer services first. He explained that the ideal setup is waiting for the PTM and promo coordinator to be in place with the service. He informed the Board that Underground has upgraded their packages this year for services, and that UM will be re-branding this summer.
* Hackett stated that things were going great. He finished hiring and now has a full education team. He stated that he went to the OUSA welcome conference and met with stakeholders with six different groups and will report on it to the SRA. Hackett added that he will be going to a conference next week, and another one the following week.
* McGowan informed the Board that the MSU is working on getting a new tenant for the House of Games (Taro) spot. He stated that he will keep everyone updated on that. McGowan stated that they are currently in discussions with the HSR to see what the upcoming agreement would look like, and it will be going to referendum in the winter. McGowan informed the Board that there have been a lot of discussions on the Student Activity Building and safe projects.
* Singh asked about the change to tuition cut and if any changes would impact the MSU. Marando responded that the cut was incorporated in the University’s 19/20 operating budget, and while the MSU doesn’t get tuition money they do work closely with other departments, so this will affect Welcome Week indirectly. Marando added that the University wasn’t planning on cutting operating budgets as they have healthy reserves and are planning on running a deficit for the next few years.
* Marando updated the Board that Trades will be going on strike, and this will affect the Peter George LLC, and SAB might experience work interruption.
* Singh asked if this would affect move-in. Figueiredo responded that she was told the strike wouldn’t be affecting the residence portion of the building. She added that there are contingency plans in place.
* Johnston informed the Board that the MSU was finalizing the proposal for the expansion of the Grind. She stated that they are currently in the planning process for an education campaign about the Student Choice Initiative for opt-outs and having meetings with the University about mosaic. Johnston stated that she has a keen interest in looking at the business units and making them revenue generating. Johnston informed the Board that HSR will no longer be providing a grace period for bus passes and will only allow one pass loaded at a time. She explained that this may cause a problem with returning students for Welcome Week.

**14. Adjournment and Time of Next Meeting**

**Time of Next Meeting:**

**Thursday, June 20, 2019**

**9:30am**

**MSU Boardroom, MUSC 201**

**Moved** by Belliveau, **seconded** by Homsi that the Executive Board meeting be adjourned.

**Passes Unanimously**

**Adjourned at 4:03pm**

/vs