**Executive Board Meeting 19-03**

**Tuesday, July 4, 2019 @ 9:30am**

**MSU Boardroom, MUSC room 201**

**Called to Order 9:31am**

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| **Present** | Figueiredo, Herscovitch, Homsi, Johnston, Marando, Singh |
| **Late** | Belliveau, Hackett |
| **Absent** |  |
| **Others Present** | J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD), Drew McLean (PCC Coordinator), Emma Tomas (Horizons Coordinator), A. Mesic (SRA Social Sciences) |

**1. Adopt Agenda**

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

**Amendment**

* Johnston – Add MACycle Yearplan to the Agenda, after MACycle Report
* Marando – Add Executive Board election to the end of Business.

**Moved** by Homsi, **seconded** by Johnston to adopt the agenda, as amended.

**Passes Unanimously**

**2. Pride Community Centre Report – Drew McLean presented**

* McLean summarized the report.

**Questions**

* Johnston stated that they could sit down and look through the budget together.
* Marando asked if McLean has spoken to the WWFC about Pride reps. Figueiredo stated that they spoke about it at WWAC and that the funds will come out of special projects.

**Hackett left at 9:40am**

**3. SHEC Report – report attached**

* Figueiredo went over the report with the Board.

**Questions**

* Johnston asked why they’re looking for first years during Welcome Week when there is a lot of stuff going on that week. Figueiredo stated that was their main method of getting interested students. They stated that they could ask for the promo plan.

**4. Shinerama Report – report not submitted**

* Figueiredo stated that it will be written and can be done for next meeting.

**5. Horizons Report – Emma Tomas presented**

* Tomas summarized the report.

**Questions**

* Figueiredo stated that the report asked for suggestions for sponsorship. Tomas responded that DeGroote gave $2,000 last year, and MacPherson $800, but they hadn’t received any money from them this year. Wooder asked if they had approached Alumni Association and President’s Office. Tomas responded that they received $500 from each. They added that they reached out to the Socrates program, but they said it wasn’t in their portfolio. Marando suggested faculty offices as well as faculty societies, and to talk to CLAY about where they received their sponsors from.

**6. MACycle Repot – report attached**

* Johnston went over the report with the Board.

**Belliveau arrived at 9:48am**

**Questions**

* Herscovitch asked if there was any way to get air conditioning. Johnston responded that it was an open space. Johnston stated that they are looking into options on campus for space but it’s difficult to find anything on campus. Scott stated that they need to adhere to the ministry of labour codes for working outside, and if they reach the maximum temperatures, they need to shut down the space. Wooder suggested that they use Health and Safety for placement of fans and cording.
* Belliveau asked about the placement of cards on bikes. Johnston stated that they would have to work with Security to see if it was even a possibility. Homsi suggested that they get put on the bike racks. Wooder stated that they want to inspire positiveness, not pointing out the negative. He suggested a coupon, which may yield a lot of litter.

**7. MACycle Yearplan**

* Johnston apologized for circulating this last minute. They stated that the Director re-submitted in the correct form and added the month by month.

**Moved** by Johnston, **seconded** by Figueiredo that the Executive Board approve the MACycle yearplan, as circulated.

**Passes Unanimously**

**Hackett arrived at 9:58am**

**8. Strike Hiring Committee**

**Moved** by Figueiredo, **seconded** by Singh that the Executive Board strike a hiring committee for the Chief Returning Officer, consisting of the Vice-President (Administration), the Administrative Services Coordinator, the outgoing CRO, and one (1) EB member.

* Figueiredo stated that they are looking to hire as soon as possible, and that interviews will happen during the day.

**Nominations**

* Herscovitch

**Vote on Motion**

**Passes Unanimously**

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

**Moved** by Hackett, **seconded** by Johnston that the Executive Board approve the changes to the OPERATING POLICY – EDUCATION AND ADVOCACY DEPARTMENT, as circulated and attached.

* Hackett went over the changes in the policy.

**Vote on Motion**

**Passes Unanimously**

**10. Community Education Coordinator Job Description**

**Moved** by Hackett, **seconded** by Johnston that the Executive Board approve the creation of the Community Education Coordinator job description, as circulated and attached.

* Hackett went over the memo with the Board. They explained that this was created by the previous AVP Services and VP Admin. Hackett stated that as soon as this gets passed it will go to the Wage Review Committee to be looked at.

**Vote on Motion**

**Passes Unanimously**

**11. Capital Request – Grind Expansion Allocation**

**Moved** by Johnston, **seconded** by Singh that the Executive Board approve the allocation of $50,000 from the Capital Fund for the TwelvEighty/Grind expansion, with the authority given by the Full Members of MSU Incorporated.

* Johnston went over the memo with the Board.
* Singh asked if the assumption of 80% of those in the space were paying customers was based on the average amount spent per person.
* Johnston stated that an engineering group came to review everything and make suggestions.
* Singh asked if they already have the groups involved with the renovation.
* Johnston responded that they are currently going through the process. They stated that paint and lighting will be through Facility Services, and already have the Boarding and that everything is lined up. Johnston added that they will see a memo about expending the allocation for furniture and other options.

**Vote on Motion**

**Passes Unanimously**

**12. Close one (1) seat on Executive Board**

**Moved** by Marando, **seconded** by Singh that the Executive Board close one seat on the Executive Board, on behalf of the Student Representative Assembly.

**Nominations**

* Amylia Mesic

**Passes Unanimously**

|  |  |  |
| --- | --- | --- |
| **Candidate** | **Confidence** | **No Confidence** |
| Mesic | 7 | 1 |

* Mesic was elected to the Executive Board seat with confidence.

**13. Closed Session**

**Moved** by Marando, **seconded** by Figueiredo to move into Closed Session.

**Passes Unanimously**

**14. Return to Open Session**

**Information and Questions**

* Singh stated that at the last SRA there was a discussion on ratification of Clubs. They stated that Williams and they decided to speak to EIO about their issues with the Clubs and were told to speak to the Clubs Administrator. Singh stated that they would like opinions on further action as there were a few specific clubs that brought contention from the last time. Scott suggested that Singh speaks to the Clubs Administrator first and then go from there. Wooder added that they should send any questions over to the Clubs Admin and cc the Operations Coordinator on them as well.
* Wooder reported that he spoke with Campus Events about the t-shirts, and the team was specifically talking about the staff shirts and when told of the direction it didn’t make sense to pursue the recommendation of looking into the visual identity guide. He stated that the Golf Tournament went well, but they don’t final numbers just yet.

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

**Time of Next Meeting:**

**Thursday, July 18, 2019**

**9:30am**

**MSU Boardroom, MUSC 201**

**Moved** by Marando, **seconded** by Johnston that the Executive Board meeting be adjourned.

**Passes Unanimously**

**Adjourned at 11:24am**

/vs