**Executive Board Meeting 19-11**

**Wednesday, October 9, 2019 @ 3:30pm**

**MSU Boardroom, MUSC room 201**

**Called to Order 3:30pm**

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| **Present** | Belliveau, Figueiredo, Herscovitch, Homsi, Johnston, Marando, Mesic |
| **Late** |  |
| **Absent** | Hackett, Singh |
| **Others Present** | E. Ferguson (Recording Secretary), M. Wooder (MCD), Anika Spasov (Spark Coordinator), Swaleh Hussain (SWHAT Coordinator), Martino Salciccioli (AVP (Services)) |

**1. Adopt Agenda**

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

**Amendments**

* Move Spark and SWHAT reports to 1 and 2, respectively.

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

**Passes Unanimously**

**2. Adopt Minutes**

* Herscovitch asked to change the following statement: “stated that one challenge that will be brought up in the next report is that Farmstand’s tent broke and flew away” to “stated that one challenge that may be brought up in the next report is that Farmstand’s tent broke and flew away”.

**3. Spark Report – Anika Spasov presented**

* Spasov summarized the report.
* Spasov stated that this year a student in Spark has accessibility needs. Using Adobe PRO free trials to format documents for screen reader technology. Beneficial to have full access through a committee room computer.

**Questions**

* McGowan stated that he received feedback from the broader community about the positive feedback from Spark. He stated that he will bring up the lack of space at the next Board of Management meeting for MUSC and will follow up with the information.
* Marando asked if Spasov was emailing from their personal account or the PTM log-in. Spasov responded that it was a volunteer coordinator who reached out and was having issues accessing the portal and it came directly from the Clubs Admin that Spark couldn’t use the Boardroom or clubs space because it was meant for clubs.
* Wooder suggested sending an email to the Finance Director about Underground.
* Figueiredo stated that the key cards are done by the Board and if Spasov sent an email to them explaining why they need an extra one it can then be brought to a meeting.
* Wooder stated that they do have a licensed copy of the pdf and could also ask the Comms Officer for a longer term.
* Johnston asked that given there was a lot of people signing up and not coming, does it make sense to open registration further and expecting them to drop. Spasov responded that they posted that there were more spots open and have emailed the students to confirm their spots.
* Marando asked if they could highlight the growth of the sessions in the next report that would be great.

**4. SWHAT Report – Swaleh Hussain presented**

* Hussain summarized the report.

**Questions**

* Johnston stated that if Mills didn’t work out that Thode might be an option as a lot of people go in there for the night.
* Wooder stated that they should be getting the reasons as to why they can’t use MUSC. Johnston stated that from their understanding there was a no drinks policy.
* Wooder added that they could try and route people to MAPS to promote.
* Marando stated that they could communicate with the presidents of faculties if Hussain needed assistance reaching out.

**5. Pride Community Centre Report – report attached**

* Figueiredo went over the report.

**6. Diversity Services Report – report attached**

* Figueiredo went over the report.

**Questions**

* Homsi asked who the resource book was for. Figueiredo responded that it was for the public.

**7. WGEN Report – report attached**

* Figueiredo went over the report.

**Questions**

* Wooder stated that anything involving video needs to be licensed and that the MSU has one through criterion.
* Homsi asked how the services kept track of those who came into their spaces. Figueiredo responded that the lead exec should be taking a tally on their shift, such as what the student was coming in for but no personal info.
* Figueiredo added that the PTM brought up that the lights were too harsh in WGEN and are looking for an interim solution. McGowan responded that the PTM could use stand-up lights.

**8. Ratification of Sponsorship & Donations Pass Around Motion**

**Moved** by Johnston **seconded** by Homsi that the Executive Board ratify the decision of the following pass around motion: “**Moved** by Johnston, **seconded** by Figueiredo that the Executive Board approve the recommendation from the Sponsorships & Donations committee to provide a donation in-kind of a maximum of $100 at Underground Media+Design for ad space on the MSU screen network to EIO’s “McMaster celebrates Latin American Heritage Month with Senator Rosa Galvez”. In Favour: 7 Opposed: 0 Abstentions: 2”

**Passes Unanimously**

**9. Information & Question Period**

* Wooder stated that MAC Votes continues and encouraged everyone to vote on campus to get the numbers up. Wooder reported that the SRA by-election nominations for Humanities and Engineering were now happening. He stated that there is a TwelvEighty to-go contest. Wooder reminded everyone about the Students of Distinction award, and that there was an information article on the homepage and to please nominate students for it.
* Marando stated that they require two undergraduate students to sit on the President’s Award of Excellence Committee. They stated that this was run through Student Affairs.
* Homsi asked about the Students of Distinction Award. Wooder quickly explained the award and that EB picks the winners.
* Figueiredo asked if anyone wanted to sit on the hiring board for the Administrative Team Research Assistant position. They reminded the Board that PTMs are not contracted to work over the break so to please give them a rest.
* Johnston thanked everyone who shared the HSR feedback survey.
* Belliveau asked if there was a counsellor feedback form for SWC. Homsi responded that UA was doing a health services review.
* Herscovitch asked what was being moved into the space SWC is leaving behind. Figueredo responded that SAS was expanding.

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

**Time of Next Meeting:**

**Wednesday, October 23, 2019**

**3:30pm**

**MSU Boardroom, MUSC 201**

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

**Passes Unanimously**

**Adjourned at 4:00pm**

/ef