**Executive Board Meeting 19-13**

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

**MSU Boardroom, MUSC room 201**

**Called to Order 3:33pm**

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| **Present** | Belliveau, Figueiredo, Hackett, Herscovitch, Homsi, Johnston, Marando, Mesic |
| **Late** | Singh |
| **Absent** |  |
| **Others Present** | J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD)  |

**1. Adopt Agenda**

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

**Passes Unanimously**

**2. Adopt Minutes**

**Moved** by Belliveau, **seconded** by Mesic to adopt the minutes from Executive Board meetings 19-10 – October 2, 2019 and 19-12 – October 23, 2019

**In Favour: 7 Opposed: 0 Abstentions: 1**

**Motion Passes**

**3. EFRT Report – report attached**

* Figueiredo went over the report with the Board.

**Questions**

* Hackett stated that the calls since August seem on par from last year but mentioned that it was an increase based on last year’s numbers. Hackett asked if EFRT felt that this was an issue and brought it up. Marando responded that perhaps they were just doing a comparison.
* Belliveau asked about how they were administering meds. Figueiredo stated that it was just the ones that EFRT was trained on administering.
* Marando asked if the faxing needed to happen right away after the administering of meds. Wooder asked if they could perhaps ask for more information and to see if an email would suffice.
* Marando asked if there were any issues with current composition of the team. Johnston responded that with the high turnaround with volunteers getting into med school it might make sense to get a commitment from their responders.
* Figueiredo stated that in terms of training they have been in conversation with the EFRT Advisory Committee discussing standard of care and if the MSU chooses to lower their standard by one level they wouldn’t be liable as they would still be within guidelines.
* Wooder added that if EFRT was still considered to be an essential service next year the MSU could modify the asks of the institution for training.

**4. MAC Farmstand Report – report attached**

* Johnston went over the report with the Board.

**Questions**

* Marando asked if they knew how many people typically go to local food fest. Johnston responded that they didn’t know but the team gave out the same number of samples as last year.

**5. Maccess Report –report not submitted**

* Figueiredo stated that the report will be circulated next week.

**6. MACycle Report – report attached**

* Johnston went over the report with the Board.

**Singh arrived at 3:50pm**

**Questions**

* Mesic asked when they would normally hire for the PTM. Johnston responded that it would typically be now. Marando added that the PTM doesn’t need to be a part of hiring, while it would be nice.
* Marando asked if anyone knew how many people applied for volunteer positions. Scott responded that the last report stated that the form had 21 responses.

**7. Maroons Report – report not submitted**

* Figueiredo stated that the report will be circulated next week.

**8. PCC Report – report not submitted**

* Figueiredo stated that they hadn’t heard back from the PTM and was hoping for it to be circulated next week.

**9. Sponsorship & Donations Committee Recommendations**

* Johnston stated that the Committee met last week and went over the memo with the Board. They stated that for recommendation number seven the summit is probably being cancelled due to the unrest in South America and is recommending that they pass them all with the exception of that recommendation.
* Wooder stated that without knowing the specifics or timeline perhaps they could approve this under the circumstances that takes place.
* Scott suggested that they wait to see if the summit happens or not and then can re-allocate the funds.
* Hackett explained that the summit was looking into a new venue and that nothing has been chosen yet. They added that this request will not be time sensitive.
* Wooder stated that the points were reasonable and suggested that the committee saves the amount of money in the fund so that it could come back to EB.
* Johnston stated that this merits postponement of approval for recommendation seven. They felt that there would be enough of a buffer for the next couple of months for this to happen. They suggested passing the motion with the exception of number seven and that they will then follow up with the AVP Finance to see what was happening.

**Moved** by Homsi, **seconded** by Singh that the Executive Board approve the recommendations from the Sponsorship & Donations Committee, with the exception of recommendation number 7, as circulated and attached.

**Passes Unanimously**

**10. Information and Questions**

* Marando announced that Hackett and they won’t be at the next two SRA meetings in November due to OUSA and asked for a volunteer to speak to their EB reports.
* Homsi volunteered to summarize this week’s reports and next.
* Wooder announced that the teaching award nominations are open. He reported that the Maccess weekly support groups are running, and that FCC’s Trick or Eat was tomorrow.
* Herscovitch brought up a post on Spotted at Mac about the confusion surrounding SCI about charges. They asked if it was possible to circulated something that articulated how the process worked. Wooder stated that the MSU site about SCI had an FAQ explaining how charges worked, and same with the Registrar’s website.
* Herscovitch asked about the possibility of adding another hiring cycle in November for those services affected by SCI. Figueiredo stated that the cycles weren’t set in an operating policy but that hiring for MACycle and Farmstand in November was too soon for those services and their natural place was February. Figueiredo added that they could add another cycle in March if needed but wanted to group everything together to get more traction on the website.
* Johnston announced that the wi-fi was being worked on in the Grind.

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

**Time of Next Meeting:**

**Wednesday, November 6, 2019**

**3:30pm**

**MSU Boardroom, MUSC 201**

**Moved** by Hackett, **seconded** by Singh that the Executive Board meeting be adjourned.

**Passes Unanimously**

**Adjourned at 4:04pm**

/vs