**Executive Board Meeting 20-28**

**Thursday, March 18, 2021 @ 9:30am**

**Remote Meeting, Microsoft Teams**

**This meeting was done remotely through Microsoft Teams, due to unusual circumstance laid out by the response to COVID19**

**Called to Order 9:35am**

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| **Present** | Anderson, Au-Yeung, Chui, Fraser, Noble |
| **Late** | Singh |
| **Absent** | Da-Ré, Dixit, Tse |
| **Others Present** | J. McGowan (GM), V. Scott (Recording Secretary), M. Wooder (MCD), Baila Lovejoy (Spark Coordinator), Christian Barborini (PCC Coordinator), Yimeng Wang (WGEN Coordinator) |

**1. Adopt Agenda**

**Moved** by Noble, **seconded** by Anderson to adopt the agenda, as presented.

**Motion Passes Unanimously**

**2. Spark Report – Baila Lovejoy presented**

* Lovejoy summarized the report.

**Singh arrived at 9:42am**

**Questions**

* Noble stated that they had an excellent transition meeting yesterday, and that they were excited to see what Horizons and Spark will look like combined. They thanked Lovejoy for the report and the great work.
* Wooder thanked Lovejoy for their report and stated that the social distancing campaign looked great. Wooder suggested looking into MS Sway for the yearbook as it was a combo of forms, slides, and powerpoint in one application. They added that they suggested that as McMaster was moving away from Gsuite and undergraduate students will be migrated.

**3. Maroons Report – report circulated**

* Noble summarized the report.

**4. PCC Report – Christian Barborini presented**

* Barborini summarized the report.

**Questions**

* Noble thanked Barborini for the report. They stated that there were a lot of excellent and exciting things coming out of the service. They explained that with regard to the service review they will be using it as a transition piece for the AVP (Services) and will be working on a way to share the raw data without creating confidentiality issues so that Barborini could have access. Noble asked if Barborini would be comfortable with having a section on Avenue to put the handbook there. Barborini explained that they would encourage Noble to link the handbook.
* Noble asked how the logo reception was. Barborini stated that they were worried but it’s been great.
* Anderson stated that the targeted promo on Instagram was doing well, as it showed up on their feed. Anderson stated that they were happy with volunteer appreciation and was also okay with increasing the amount of buttons.
* Wooder thanked Barborini for all their hard work this year.
* McGowan stated that he didn’t get a chance to work much with Barborini this year but the output of service to support the community was incredible. He asked that Barborini makes sure that their team was aware of this and recognized and appreciated.
* Noble stated that challenges listed in their report will be discussed in closed session and anything resulting from that discussion will come from them.

**5. WGEN Report – Yimeng Wang presented**

* Wang summarized the report.

**Questions**

* Noble thanked Wang for the report. They stated that items that couldn’t be done by the team this year could also go into the transition reports for next year. Noble stated that the service review will be going to the next EB meeting and then they can all meet together to go over what was passed.
* Wooder thanked Wang for the report and that the content looked fantastic. He added that he appreciated Wang’s leadership style all year and believed that it routinely empowered and engaged the team. Wang thanked Wooder for that.
* Anderson stated that Wang and WGEN has done a fantastic job with this year and utilizing online campaigns for peer support and running with it. They added that there will always be more work to do and provide to students, but wanted to recognize that the work done was fantastic and the students benefited from it.
* Noble stated that they have been impressed with the independence of the services this year, and managing conflicts and coming up with interesting innovations and projects. They stated that it has been incredible to see the growth and progress this year.

**6. Recommendations from the Sponsorship and Donations Committee**

**Moved** by Anderson,**seconded**by Fraser that Executive Board accept the following recommendation as proposed by the Sponsorship and Donations Committee:

* $250 Donation to Rya Buckley.

* Anderson went over the memo with the Board.

**Vote on Motion**

**Motion Passes**

**7. Closed Session**

**Moved** by Anderson, **seconded** by Fraser to move into Closed Session.

**Motion Passes**

**Chui left at 10:25am**

**8. Return to Open Session**

**Information and Questions**

* Wooder stated that PCC had their Transcendence Week, and WGEN’s Making Waves will be next week. VP and Speaker nominations are now open. Job Shadowing opportunities are available. McMaster will be switching over their email system and the MSU is working with their team on how to let students know. Wooder added that Maccess’s Disability Awareness Week is also next week.
* Anderson stated that the budget has been submitted and will be circulated by end of day today. They explained that the Board will review it here and then provide recommendations or feedback. They asked that everyone to please review before the meeting.

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

**Time of Next Meeting:**

**Thursday, March 25, 2021**

**9:30am**

**Remote Meeting, Microsoft Teams**

**Moved** by Noble, **seconded** by Anderson that the Executive Board meeting be adjourned.

**Passes Unanimously**

**Adjourned at 11:31am**

/vs