

**Executive Board Meeting 22-01
Tuesday, May 31, 2022 @ 10:20am
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 10:47am

Present Chui, German, Singh, Prakhar, Wang, Wong

Late

Absent Anand, Goswami, Mannat

Others Present V. Scott (Recording Secretary), M. Wooder (MCD)

1. Adopt Agenda

Moved by Chui, **seconded** by Wong to adopt the agenda, as presented.

Motion Passes

2. Adopt Minutes

Moved by German, **seconded** by Singh to adopt the minutes from Executive Board meeting 21-29 – March 29, 2022, as circulated.

Motion Passes

3. Open EB/MSU Seats on Committees

Moved by Singh, **seconded** by Chui to move motions 3.a) to 3.f) omnibus.

- Singh stated that there were multiple seats to open for EB and MSU members to sit on, and that this would be time efficient.

Vote on Motion

Motion Passes Unanimously

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

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

Moved by Wong, **seconded** by German that the Executive Board open nominations for one (1)

MSU member on the Sponsorship and Donations Committee.

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

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

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

Motions Passed Unanimously

4. Close EB Seats on Committees

- Scott went over all the committees with the Board.

a) Space Audit

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

Nominations

- Chui
- Singh

Vote on Motion

Motion Passes

b) Sponsorship and Donations Committee

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

Nominations

- Wang

Vote on Motion

Motion Passes

c) *The Silhouette* Board of Publications

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

Nominations

- Singh

Vote on Motion

In Favour: 5 Opposed: 0 Abstentions: 1
Motion Passes

d) EFRT Advisory Committee

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

Nominations

- Sim nominated Wong – declined
- Chui

Vote on Motion

Motion Passes

e) Wage Review

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

Nominations

- Prakhar

Vote on Motion

Motion Passes

5. Open nominations for Students of Distinction Awards

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

- Scott went over the award with the Board.

Vote on Motion

Motion Passes

6. Transition Reports

a) President

Moved by Singh, **seconded** by Wong that Executive Board approve the 2021-2022 President's Transition Report, as circulated.

Singh stated that this was 32 pages long, which was shorter than other transition reports by past presidents but it had a lot of information. They stated that Della-Vedova had tried meeting since election and they've had 10 meetings since then. They informed the Board that the report was submitted late but that they support giving the two weeks of pay.

Vote on Motion

Motion Passes

b) VP Education

Moved by Wong, **seconded** by Singh that that Executive Board approve the 2021-2022 Vice-President (Education) Transition Report, as circulated.

- Wong stated that they received theirs on time and was able to have the transition report when starting in the role. They stated that it was informative for what was received but would have liked more. Wong stated that they would be in favour of the past VP Education receiving the full incentive.

Vote on Motion

Motion Passes

c) VP Finance

Moved by Wong, **seconded** by Prakhar that that Executive Board approve the 2021-2022 Vice-President (Finance) Transition Report, as circulated.

- Chui stated that the report was 16 pages long, and that the first couple of pages wasn't information relating to transition. They stated that they did not find the report to be adequate after reading the bylaw requirements. Chui stated that the past VP Finance has been responsive to messages and has been utilizing the hours of transition given this month.

- German stated that in regard to the VP Finance transition report they didn't think it was adequate when referring to the bylaw. They stated that theirs was over 100 pages. German added that the BoD gave the outgoing Board of Directors 40 extra hours of transition so being in contact was an expectation. German felt that the previous VP Finance shouldn't be paid the full amount of the incentive, and would be comfortable with half.
- Wong asked if these motions were just for the transition reports.
- Scott responded that it was.
- German added that PTMs have handed in their transition reports and they're well over 50 pages and those are students.
- Singh stated that German made a fair point.
- Chui stated that Scott shared previous VP Finance transition reports with them being 80-100 pages outlining everything the VP Finance is to do. They stated they would not be in favour of approving this.
- Wooder stated that in fairness to judging by length, quality is better than quantity and they should disregard the page count as a quantitative measure. That being said, if a BoD member is saying that it's insufficient, then it is. He stated that he would personally recommend the choice of asking them to re-do it or bestow an amount of reimbursement or not.
- Chui stated that only the yearplan was provided out of the items needed to be included according to the bylaw.
- Wooder asked Chui to recommend to the Board what they would like and then the Board can move forward with confidence.
- Chui stated that they didn't have a specific amount in mind, but would give a maximum of one week.
- Singh stated that 35 hours is one week, and ask Chui if that was 35 hours of work or more like half, 17.5
- Chui agreed that half a week would be sufficient.

Amendment

Moved by Singh, **seconded** by German to amend the motion to read: "**Moved** by Wong, **seconded** by Prakhar that that Executive Board approve the 2021-2022 Vice-President (Finance) Transition Report, as circulated, with 17.5 hours of pay."

- Singh stated that there were discussions, and the VP Finance Transition Report was not adequate enough for the needs of the current VP Finance. The proposed amendment to the motion is to reflect the compensation to be received.

Vote on Amendment

In Favour: 5 Opposed: 0 Abstentions: 1
Motion Passes

Vote on Motion

Moved by Wong, **seconded** by Prakhar that that Executive Board approve the 2021-2022 Vice-President (Finance) Transition Report, as circulated, with 17.5 hours of pay.

In Favour: 5 Opposed: 0 Abstentions: 1
Motion Passes

7. Capital Requests

- Chui stated that there is always an operational and capital budgets, and unfortunately they didn't pass at the last MSU and CFMU Incorporated meetings. They stated that EB has the power to allocate and expend anything under \$5,000, which is what these motions are for. Chui stated that Scott put everything together for this meeting. They added that these requests need to be approved in order for the MSU to run.
- Scott explained why there were two separate motions.

a) Allocate

Moved by Chui, **seconded** by Wong that the Executive Board allocate the following Capital Expense requests for the following departments:

- CFMU Laptop \$5,000.00
 - CFMU Camera Lens \$3,300.00
 - Administration replacement computers - eight at \$1,900 each
 - Administration replacement laptops - four at \$2,600 each
 - Administration new workstation for Junior IT tech \$1900
 - Administration new Laptop for Senior IT tech \$2500
 - Child Care Centre New Fridge \$1,200.00
 - Child Care Centre tablets and cases – five at \$380 each
 - Campus Events Stage Lighting / lens – four at \$3,500 each
 - Campus Events Audio operations Support/tablets and routers \$2,700.00
 - Campus Events Live Stream Audio support - four at \$750 each
 - Silhouette new sink install \$3,000.00
 - Silhouette vinyl for door and window \$3,000.00
 - Underground Imac computer for manager \$2,800
 - Marketing & Communications Camera Stabilizer \$1,200.00
 - Marketing & Communications Camera lighting and production equipment \$2,800.00
- Wooder reminded everyone that this was produced by staff in the last fiscal year that was vetted by Accounting and recommended for approval by Executive Board. He explained that they're not random items and that a lot of work and effort had been put into this.

Vote on Motion

Motion Passes

b) Expend

Moved by Chui, **seconded** by German that the Executive Board expend the following Capital Expense requests for the following departments:

- CFMU Laptop \$5,000.00
 - CFMU Camera Lens \$3,300.00
 - Administration replacement computers - eight at \$1,900 each
 - Administration replacement laptops - four at \$2,600 each
 - Administration new workstation for Junior IT tech \$1900
 - Administration new Laptop for Senior IT tech \$2500
 - Child Care Centre New Fridge \$1,200.00
 - Child Care Centre tablets and cases – five at \$380 each
 - Campus Events Stage Lighting / lens – four at \$3,500 each
 - Campus Events Audio operations Support/tablets and routers \$2,700.00
 - Campus Events Live Stream Audio support - four at \$750 each
 - Silhouette new sink install \$3,000.00
 - Silhouette vinyl for door and window \$3,000.00
 - Underground IMac computer for manager \$2,800
 - Marketing & Communications Camera Stabilizer \$1,200.00
 - Marketing & Communications Camera lighting and production equipment \$2,800.00
- Chui stated that they just allocated the money for services, and this is for the money to be spent.

Vote on Motion

Motion Passes

8. Committee Room

- German stated that the supporting documents are on the website, but explained that they wanted to set expectations for anyone using the Committee Room. They added that they created a contract for anyone who will be utilizing the committee room to reinstate said expectations.
- Wong stated that German ran this by the BoD and explained that the emphasis on the cleanliness was that in the past the room has been completely filthy and then doesn't understand why the VP Admin shuts down the space.
- Prakhar asked how they could access the room.
- German explained that caucus leaders will received keys to the room for after hours but anyone can access it during the day through the main msu office.

9. Closed Session

Moved by Singh, **seconded** by Wong to postpone Closed Session to the next meeting.

- Singh stated that they have 15 minutes left in the meeting and it would be nice to leave time for questions.

Vote on Motion

Motion Passes

10. Information and Questions

- Chui stated that the BoD and Speaker will be running a yearplan session today.
- Wooder stated that the Provincial Election will be this Thursday and that everyone can find information by visiting www.msumcmaster.ca/macvotes. He announced that the MSU Golf Tournament is being resurrected and will be held on June 23. Hiring Continues within the MSU, please share. Wooder stated that June is Pride Month and there will be a lot of content coming through from services.
- Scott reminded everyone about yearplans, and reports. They asked that any information shared during EB's info and questions be shared with fellow SRA and constituents.
- Prakhar asked about social media sites stating that they haven't received access yet. Wooder responded that they should reach out to the previous members as the SRA accounts haven't been kept centrally.

11. Adjournment and Time of Next Meeting

Time of Next Meeting:

Wednesday, June 8, 2022
10:30am
Microsoft Teams

Moved by Chui, **seconded** by Wong that the Executive Board meeting be adjourned.

Motion Passes

Adjourned at 12:27pm

/vs