

Executive Board Meeting 23-12
Monday, October 2, 2023 @ 10:30am
MSU Main Boardroom, MUSC 201

Called to Order 10:34am

Present Ahmad, El-Kadi, Otchere, Popovic, Samuels, Suganthan, Wang, Yang
Late
Absent Arora
Others Present V. Scott (Recording Secretary), M. Wooder (MCD), Veronica Larrazabal Zea (AVP (Services)), Serena Bansal (Spark Director), Rijaa Khan (WGEN Director)

1. Adopt Agenda

Moved by Wang, **seconded** by El-Kadi to adopt the agenda, as presented.

Amendment

- El-Kadi – add Closed Session to the end.

Moved by Wang, **seconded** by El-Kadi to adopt the agenda, as amended.

Passes Unanimously

2. Adopt Minutes

Moved by Wang, **seconded** by El-Kadi to adopt the minutes of Executive Board meetings 23-11 – September 25, 2023, as circulated.

Passes Unanimously

3. Spark Report – Serena Bansal presented

- Bansal summarized the report. They added that they noticed during training that some of the returning volunteers were reluctant to participate and that brings down morale. Bansal added that they've noticed during sessions that TLs are also being reluctant to take on certain sessions. They explained that they felt that the volunteers might be having a hard time balancing priorities.

Questions

- El-Kadi stated that Bansal was doing an excellent job. They pointed out that there was a lot of engagement on the social media end. They added that they will follow up with Bansal about the TLs. El-Kadi suggested sending out more communications and making them more personable. They also suggested the possibility of bringing back Spark alumni to talk about how Spark helped those students.

4. **SWHAT Report – report circulated**

- El-Kadi summarized the report.

Questions

- El-Kadi brought up the concerns in the SWHAT report so that EB could go through them one by one. The first item was about Uber. They stated that this would possibly be an operating policy change and that the Board should send this to Services Committee and see if it was something to pursue. El-Kadi stated that the considerations would be to ensure that the volunteers know it's not a free uber ride home and aren't taking advantage. Yang stated that people will be walking until 2am and this will help them get back to campus faster. Scott stated that SWHAT isn't supposed to be going outside of a 30-minute walk radius from the University. She asked how far are the volunteers taking the bus in order to have to take an Uber back. El-Kadi stated that these were something to look into.
- El-Kadi stated that the other item to discuss was adding another team for peak hours. They went over the possible solution with the Board. They stated that they will need to follow up on this point as SWHAT is operating out of the MAPS office, and that the MAPS Director will have to make a decision on what she would like allowed in the office. El-Kadi explained that if the Director was okay with the solution, then it won't be an issue. They added that there is a study space right outside of the office if the Director wasn't in agreement with the possible solutions.
- El-Kadi explained that the budgets were straight forward. Scott explained that the batteries would be coming out of the capital expense fund, not office supplies.

5. **WGEN Report – Rijaa Khan presented**

- Khan summarized the report.

Questions

- El-Kadi thanked Khan for putting together the report.

6. **Capital Allocation & Expenditure Request – Marketing & Comms Department**

- Wooder went over the memo with the Board. He stated that this was a part of the ongoing process of revitalizing the main office space.

a) **Allocation**

Moved by Wang, **seconded** by Suganthan that the Executive Board approve the capital allocation request of \$3,271.59 for one mobile cabinet workbench and two storage cabinets, as circulated and attached.

- Wang stated that this was important and that they should approve it.

Vote on Motion

Passes Unanimously

b) Expenditure

Moved by Wang, **seconded** by Otchere that the Executive Board approve the capital expenditure request of \$3,271.59 for one mobile cabinet workbench and two storage cabinets, as circulated and attached.

Passes Unanimously

7. Closed Session

Moved by Wang, **seconded** by Suganthan to move into Closed Session

Passes Unanimously

8. Information and Questions

- Scott updated the Board about FYC Elections and let them know that the SRA October By-Election nominations will open on October 16.
- Popovic stated that FOCO took place on Saturday. They explained that there was less garbage than what people were expecting, and also less infractions. Popovic stated that an email was sent out by the University claiming EFRT, so they followed up with a question if the University created their own team. They added that they found out that Sean Van Koughnett told *The Spectator* that the University would consider something in future years, even though Van Koughnett told the MSU that the University didn't want to host anything. Popovic stated that they will be holding Van Koughnett to the statements made in the newspaper.
- Yang added to Popovic's statement where they asked about plans for Homecoming, and the response was that the University tried to do something but the MSU 'fell through'.

9. Adjournment and Time of Next Meeting

Time of Next Meeting:

**October 16, 2023
10:30am EDT
MSU Boardroom, MUSC 201**

Moved by Wang, **seconded** by Yang that the Executive Board meeting be adjourned.

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

Adjourned at 11:17am

/vs

DRAFT