

Executive Board Meeting 24-11
Thursday, October 31, 2024 @ 9:30am
MSU Boardroom, MUSC 201

Called to Order 9:36pm

Present Abbott, Arora, Bolca, Hobbs, Long, Popovic, Sweeney
Late Schaub
Absent El-Kadi
Others Present S. Hackett (CAD), V. Scott (Recording Secretary), M. Wooder (GM),
Priya John (AVP (Services)),

1. Adopt Agenda

Moved by Hobbs, **seconded** by Long to adopt the agenda, as presented.

Passes Unanimously

Schaub arrived at 9:37am

2. Adopt Minutes

Moved by Abbott, **seconded** by Hobbs to adopt the minutes of Executive Board meetings 24-09 – October 3, 2024 and 24-10 – October 10, 2024, as circulated.

Passes Unanimously

3. DEN Report – report circulated

Questions

- Long asked about the hiring timelines for the Peer Support Volunteers, and if hiring in mid-October was typical for what Diversity was doing. They asked how the volunteers were being onboarded.
- Sweeney stated that they would like a better understanding of the breakdown in the Advertising and Promotions budget line to see where the \$500 went during the month of September.
- Hobbs stated that they would like more information about the Stay Woke collaboration.

4. EFRT Report – Fred Min presented

- Min summarized the report.

Questions

- Sweeney congratulated EFRT for doing more in revenue for First Aid courses in the past five months than in the previous year total. Sweeney stated that they noticed the team supplies line was high this year and asked if EFRT needed to increase the budget line to

meet needs. Min responded that they didn't see the need as of right now. They explained that the higher use of team supplies has been due to call volume at the beginning of the year with Welcome Week and Homecoming. Min added that they do expect expenses to go down throughout the year.

- Wooder thanked Min for the report. He mentioned that EFRT put on a fantastic effort as a team during Homecoming. He stated that he was recently in a meeting with senior leadership within the University and that they spoke at length about the coordination of services during that day and mentioned EFRT by name.

5. FCC Report – Ella Ying presented

- Ying summarized the report.

Questions

- Sweeney asked if there was an increase in utilization from students compared to this time last year. Ying responded that the Assistant Director has been letting them know about the increase in usage, but that there isn't a compare and contrast to share. Sweeney stated that having the data long-term as an advocacy point would be valuable. They added that they want to show partners this information to say that the MSU and FCC has been seeing the crunch. Ying stated that they're hoping to have a report out by the end of the year, and they've been collating data throughout the school year.

6. FYC Coordinator Report – report circulated

Questions

- Sweeney let everyone know that they're currently in conversations with Housing and Conference Services to provide more financial support with Residence Reps. They stated that once they have more details it will come forward to EB.

7. Maccess Report – Natalene Sim presented

- Sim summarized the report.

Questions

- Hobbs thanked Sim for the report. They stated that it was great to see the relationship with SAS transform. Hobbs flagged that students are having accessibility issues with the Oscar plus platform, and that they will be reaching out soon about the challenges with that.
- Sweeney noted that the budget line for special projects has now been exhausted and informed Sim to utilize the Annual Campaigns budget line moving forward.

8. Maroons Report – report circulated

9. Spark Report – Serena Bansal presented

- Bansal summarized the report.

Questions

- Sweeney thanked Bansal for everything that they've done in putting together a sponsorship list. Sweeney stated that the events look put together and was confident in First-Year Formal. They let Bansal know that the mentorship problem happens everywhere. Sweeney explained that they used to be part of the mentoring program with DeGroot School of Business, and that normally students would come to the mentor only when needing support. Their suggestion was to keep providing that support and students will utilize it.
- Sweeney asked Hackett if there were any joint promotions coming out within the next couple of days in terms First-Year Formal. Hackett responded that there was a post scheduled to go out on November 4, which will need to be reshared on Instagram. He added that the plan was to reshare throughout the week.
- Schaub asked if there was a concern about being prepared for materials at events, in terms of not knowing how many people would be coming to the events. Bansal responded that they would usually get around 40 people at their events, and that they are prepared with backup items in case more do show up. They felt that this would be a good problem to have.
- Wooder thanked Bansal for their report and everything that they did for Spark. He let them know that the mentorship program dropping off is an old problem and existed within the early days of Spark. He explained that it happened in winter term as well, with registration drop-offs. Wooder felt that the strategy outlined in the report was a smart change and was supportive of the direction. He added that he spoke to the TwelvEighty team yesterday about catering needs and let them know what Spark needed and felt that it would bring the price points needed.
- Hackett asked about how many tickets were sold for Tier One. Bansal responded that they sold 65 out of the 75 Tier One tickets, and that there were 125 tickets allocated for Tier Two and 125 for Tier Three.
- Hackett stated that they would like to make a post of how many tickets were left when they head into next week. Hackett asked what the breakeven point would be, and what was the estimation. Bansal responded that they're hoping to get the same as last year's formal, which was 200. Hackett asked if this was with the current tiered system. Bansal responded that it was.

10. Sponsorship & Donations Committee Recommendations

Moved by Sweeney, **seconded** by Abbott that the Executive Board approve the following recommendations from the Sponsorship & Donations Committee, as circulated and attached:

- \$500 Sponsorship to McMaster World Congress
- \$150 Sponsorship to the McMaster MSA
- \$500 to the McMaster Hindu Students Association

- \$100 Donation to Kerry Yang
- \$550 Sponsorship to McMaster ALS Society, Students in support of the Canadian Red Cross, UNHCR, and Cancer Society

- Sweeney went over the memo with the Board. They stated that the Committee has been positively impacting student life and will help enhance student experiences this year.
- Abbott agreed with the recommendations brought forward.

Vote on Motion

Passes Unanimously

11. Capital Request – IT

a) Allocation

Moved by Sweeney, **seconded** by Hobbs that the Executive Board approve the allocation of \$2,825 for the purchase of a laptop from the capital growth fund, as circulated & attached

- Sweeney stated that there is a new employee and that the MSU would like to ensure that this person has a laptop so that they don't need to use their personal one.

Vote on Motion

Passes Unanimously

b) Expenditure

Moved by Sweeney, **seconded** by Bolca that the Executive Board approve the expenditure of \$2,825 for the purchase of a laptop from the capital growth fund, as circulated & attached

Passes Unanimously

12. Closed Session

Moved by Long, **seconded** by Sweeney that the Executive Board move into Closed Session.

Passes Unanimously

13. Return to Open Session

Information and Questions

- Scott let everyone know that October By-Elections have now concluded, and all the seats have been filled. She let them know that the timing of Presidentials has been shifted, and that this will be included in the Elections Report to the SRA on November 17.
- Wooder informed the Board that there has been a staffing change within the Organization, and that Kevin O'Mara is no longer with the MSU. He stated that the role will be filled and the Director of Finance will be backfilling the accounting team until then.
- Popovic stated that CFMU was voted in as the Diamond Selection winner in *The Spectator's Reader's Choice Awards*.
- Hackett reported that service takeovers have been happening within MSU's Instagram account. PCC was yesterday, and SHEC will happen later today. They asked that the Board re-share any of the content from their personal or caucus accounts. Hackett informed EB that a Forge FC collaboration has happened and that they will be offering a 25% discount to students who would like to attend the game on Saturday, November 2. He added that graphics would be circulated later today.

15. Adjournment and Time of Next Meeting

Time of Next Meeting:

Thursday, November 7, 2024

MSU Boardroom

MUSC 201

Moved by Hobbs, **seconded** by Abbott that the Executive Board meeting be adjourned.

In Favour: 5 Opposed: 1 Abstentions: 0

Motion Passes

Adjourned at 10:28am

/vs