



VANIER COLLEGE STUDENTS' ASSOCIATION

**Vanier College**

**Students' Association**

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## Vanier College Students' Association Executive Meeting

Minutes for the electronic meeting of the Executive Council 2021-2022 of the Vanier College student association held via video conference on the 4th day of April 2022.

### In Attendance

<i>President (Chairperson)</i>	<i>Clubs Coordinator 1</i>	<i>Communication Coordinator 2</i>	
<i>Vice president (ViceChair)</i>	<i>Communication Coordinator 1</i>	<i>General Executive 1</i>	
<i>Treasurer</i>	<i>Internal Affairs coordinator (minute taker)</i>	<i>Club Coordinator 2</i>	

### Regrets

<i>Community Coordinator 1</i>			

### Guests

#### 1. Call to Order

Meeting called to order at 7:35PM

#### 2. Approval of Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
4. Guests

5. Financial Update
6. Internal Reports
7. External Reports
8. Upcoming Events
  - a) End of year on campus event
  - b) End of year off campus event
  - c) Elections
9. Budget Approvals
  - a) Bubble tea day
  - b) Merch
  - c) Medlife
  - d) Montreal impact
  - e) Terrasse party
  - f) VCDC Budget
  - g) Decorate your VCSA water bottle
  - h) Ramadan basket
  - i) Sports basket
10. Old Business
11. New Business
  - a) Montreal impact
  - b) Vanier cleaning day
12. Varia
13. Adjournment

➤ President moves to add elections, volunteer appreciation week, MSA event, mini golf tournament, merch, and drag workshop under budget approvals

Communications Coordinator 2 seconds the motion to add elections, volunteer appreciation week, MSA event, mini golf tournament, merch, and drag workshop under budget approvals

**Vote: 8-0-0**

*Motion passes unanimously*

- Communications Coordinator 2 moves to add vcsa easter egg hunt under budget approvals

Clubs Coordinator1 seconds the motion to add vcsa easter egg hunt under budget approvals

**Vote: 8-0-0**

*Motion passes unanimously*

- Treasurer moves to add montreal impact under budget approvals

Internal Affairs coordinator seconds motion to add montreal impact under budget approvals

**Vote: 8-0-0**

*Motion passes unanimously*

- President moves to approve the agenda of April 4th 2022

Communications coordinator 2 seconds the motion to approve the agenda of April 4th 2022

**Vote: 8-0-0**

*Motion passes unanimously*

### **3. Approval of Minutes**

a) March 28th 2022

- President moves to approve the revised minutes of March 28th 2022

Clubs coordinator 2 seconds the motion to approve the revised minutes of March 28th 2022

**Vote: 8-0-0**

*Motion passes unanimously*

*General executive 1 comes in late at 7:40pm*

### **4. Guests**

### **5. Financial Update**

- Distributed cheques for merch, reimbursement for clubs, Petty cash counted.
- Budgeted for the year end (remainder of money spending)
- Talked with the accountant (Bank Reconciliations, outstanding cheques, )

- Different budgets are drafted for the remainder of this year and next council year
- A lot of money spent on merch because of the carry over from last year (money saved from pandemic)

## **6. Internal Reports**

### **a. President**

- Contacted a catering company for multicultural day
- Confirmed multicultural day caterer order
- Contacted Myron to order mugs for architectural program
- Was in contact with Brandon from Services for the on campus party
- Spoke with Jack.org about their event
- Was in contact with Kristen from Student Life about many requests
- Spoke with Comms 1 and Comms 2 about multicultural day preparations and volunteers requests
- Was in contact with Mai about the cheetah pride ceremony

### **b. Vice President**

- Was in contact with MSA member about their clean up duties
- Asked the council if we received a letter for MSA clean up duties
- Responded to the General executive email about the confirmation letter which we never received
- Contacted Neil about the rest of the merch order
- Attended MEDLIFE service learning trip info session about the trip in the end of the year
- Attended MEDLIFE meeting about the service learning trip, upcoming fundraising and volunteering events such as the henna event, movie night, and updates about the events that have passed such as the thrift shop event
- Got quotes for a Ramadan giveaway community coordinator wanted to plan
- Created the HAC group chat and picked out a date for an upcoming HAC meeting to brainstorm the end of the year events and plans
- Sent MEDLIFE president the invoices throughout the year to keep track of their budget

### **c. Treasurer**

- Counted Petty Cash
- Reimbursed architecture program and taken copy of event hall
- Reviewed all motions since the start of my mandate
- Answer emailed in regards to clubs
- Discussed events with Student Services (Montreal Impact)
- Ordered Toothbrushes & received free toothpaste from Olga's late former dentist
- Ordered Lindt Chocolates with Olga (Contact)
- Ordered Kinder Surprises with Olga (Costco)
- Stickers received

- Watched K-pop Inter-College Dance competition (1 Vanier group won Best Outfit)
  - Basketball Contest help from Communications 2
  - Distributed nomination Packages & answered questions
  - Shera Robinson Contacted for VCSA Logo
- d. Internal Affairs Coordinator**
- Sent emails and met with clubs to conduct VCSA reviews
- e. Communications Coordinator 1**
- Cut VCSA stickers
  - Sent electoral committee poster to Kristen to share on omnivox
  - Received merch
  - Shared on story: kswan dance contest video, jack.org event, kpop contest reminder, electoral committee post for nominations, promotions (elections and info session post)
  - Created and posted: Ramadan post, electoral committee account promotion
  - Started working on multicultural day booth posted
  - Created volunteers recruitment poster for instagram and omnivox
- f. Communication Coordinator 2**
- Cut VCSA stickers
  - Posted on Instagram: Fresh Fruit Friday, VCSA stickers, poll for the type of toothbrush to buy
  - Created: posters for VCSA Easter Hunt
  - Chose the items for the Easter Basket
  - Sorted the response form for K-Pop event
  - Contacted the winners of the K-Pop event
  - Created the form for Volunteering
- g. Club Coordinator 1**
- Contacted communications 2 about posting the K-Pop Contest
  - Spoke with Christian Fellowship about their event for Easter
  - Created prize list for k-pop event
  - Sent an event form to Kristen for the Christian Fellowship and booked the Carrefour with Olga.
  - Ordered gift boxes for K-Pop contest
  - Met with Kswan before their competition to wish them luck for their dance competition.
  - Answered emails from clubs
  - Reviewed Christian Fellowship budget for Easter event.
  - Spun the wheel for the winners of the k-pop contest
- h. Club Coordinator 2**
- Contacted Music Club concerning their request for a personal meeting with

Clubs Coordinator 2

- Sent in event request forms for VCDC, MSA, and Anime Club
- Promoted Fresh Fruit Friday on VCSA Clubs Instagram account
- Spoke to MSA concerning their next events and their budgets
- Spoke to Jack.org concerning the confusion around their event this weekend

**i. Community Coordinator 1**

- *regrets*

**j. General Executive 1**

- none

**7. External Reports**

**8. Upcoming Events**

- a) End of year on campus event
  - Everything taken care of
  - Meeting with facilities at thursday 10am-11am
  - Post for volunteers (form)
- b) End of year off campus event
  - Waiting for the club contract
  - Tickets on sale a week after easter 5\$ for vanier students, 10\$ for non vanier students
- c) Elections
  - All executives running for next year are not to do any election work in the office
  - Voting will be on a wednesday and thursday on omnivox

**9. Budget Approvals**

- a) Bubble tea day
  - Make your own bubble tea
  - 50\$ at maison thea
  - Filling out a form contest

➤ President moves to allocate up to 500\$ for bubble tea prize packs

Treasurer seconds motion to allocate up to 500\$ for bubble tea prize packs

**Vote: 9-0-0**

*Motion passes unanimously*

b) Merch

- President moves to allocate the money necessary for an additional 600 vcsa merch hats while still respecting the 30 000\$ budget rule

Vice president seconds the motion to allocate the money necessary for an additional 600 vcsa merch hats while still respecting the 30 000\$ budget rule

**Vote: 9-0-0**

*Motion passes unanimously*

c) Medlife

- President motions that the medlife vanier college chapter has access to their full funds of the academic year of 2021-2022 until the end of june

Vice- president seconds motion that the medlife vanier college chapter has access to their full funds of the academic year of 2021-2022 until the end of june

**Vote: 7-2-0**

*Motion passes by majority*

*Communications coordinator 1 takes a point of privilege at 8:10pm*

- Vice president moves to allocate 2000\$ for beverages for the medlife movie night fundraiser

Clubs coordinator 2 seconds motion to allocate 2000\$ for beverages for the medlife movie night fundraiser

**Vote: 7-1-0**

*Motion passes by majority*

*Communications coordinator 1 returns at 8:15pm*

d) Montreal impact

- 200 tickets secured for a soccer game

- Treasurer moves to allocate the amount necessary for the purchase of 200 montreal impact tickets

President seconds the motion to allocate the amount necessary for the purchase of 200 montreal impact tickets

**Vote: 9-0-0**

*Motion passes by unanimously*

e) Terrasse party

- President moves to allocate up to 30 000\$ for the off campus terrace party for vanier students

Treasurer seconds motion to allocate up to 30 000\$ for the off campus terrace party for vanier students

**Vote: 7-2-0**

*Motion passes by majority*

f) VCDC Budget

- President moves to allocate 75\$ for the VCDC dance teacher

Communications coordinator 1 seconds motion to allocate 75\$ for the VCDC dance teacher

**Vote: 9-0-0**

*Motion passes unanimously*

g) Decorate your VCSA water bottle

- tabled

h) Ramadan basket

- Vice president moves to allocate up to 1000\$ for the purchase of 6 ramadan baskets for the month of ramadan

Treasurer seconds motion to allocate up to 1000\$ for the purchase of 6 ramadan baskets for the month of ramadan

**Vote: 9-0-0**

*Motion passes unanimously*

- i) Sports basket
  - None
- j) Elections

- President moves to allocate 500\$ for the electoral committee purchases for the elections of 2022-2023

Communications coordinator 1 seconds motion to allocate 500\$ for the electoral committee purchases for the elections of 2022-2023

**Vote: 8-1-0**

*Motion passes by majority*

- k) Volunteer appreciation week

- President moves to allocate up to 1500\$ for the rental of 6 massage chairs and bursaries for the volunteer appreciation week

Communications coordinator 2 seconds the motion to allocate up to 1500\$ for the rental of 6 massage chairs and bursaries for the volunteer appreciation week

**Vote:9-0-0**

*Motion passes unanimously*

- l) MSA event
  - None

m) Mini golf tournament

- President moves to allocate up to 900\$ for a minigolf tournament in partnership with student life

Treasurer seconds motion to allocate up to 900\$ for a minigolf tournament in partnership with student life

**Vote: 9-0-0**

*Motion passes unanimously*

n) Merch

- President moves to allocate the amount necessary for an additional 500 keychain plushies

Treasurer seconds the motion to allocate the amount necessary for an additional 500 keychain plushies

**Vote: 8-1-0**

*Motion passes by majority*

- Treasurer moves to allocate the money necessary for 2000 t shirts while respected the 30 000\$ rule

Communications coordinator 2 seconds the motion to allocate the necessary for 2000 t shirts while respected the 30 000\$ rule

**Vote: 8-0-1**

*Motion passes by majority*

o) Drag workshop

- President moves to allocate 1000\$ for the drag workshop for student life

Treasurer seconds to allocate 1000\$ for the drag workshop for student life

**Vote: 9-0-0**

*Motion passes unanimously*

- p) easter egg hunt
  - Poster hunt around the school
- Communications coordinator 2 moves to allocate 1000\$ for the easter egg hunt prizes

Communications coordinator 1 seconds motion to allocate 1000\$ for the easter egg hunt prizes

**Vote: 9-0-0**

*Motion passes unanimously*

## **10. Old Business**

## **11. New Business**

- a) Montreal impact

Heard from Student Services that DG was able to secure 200 tickets to the game if VCSA wishes to pursue participation with the event. Partnership with the school.

- b) Vanier cleaning day
  - Star hours april 30th

## **12. Varia**

## **13. Adjournment**

- Treasurer moves to adjourn the meeting of April 4th 2022

Internal Affairs Coordination seconds the motion to adjourn the meeting of April 4th 2022

**Vote: 9-0-0**

*Motion passes unanimously*

The meeting was adjourned at 8:51PM.

The next meeting will be on the 12th of April 2022 at 7:30PM