



VANIER COLLEGE STUDENTS' ASSOCIATION

**Vanier College**

**Students' Association**

821 Sainte-Croix, C-214

Montreal, QC H4L 3X9

**T 514.744.7500 ext. 7065**

**F 514.744.7193**

**www.vcsavanier.com**

### **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 26th day of April 2022.

#### **In Attendance**

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

#### **Regrets**

<i>Vice president (ViceChair)</i>			

#### **Guests**

### **1. Call to Order**

Meeting called to order at 7:34 PM

### **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) General assembly
  - b) Multicultural day
  - c) Dress like a celebrity
  - d) End of year party on-campus
  - e) End of year party off campus
9. Budget Approvals
  - a) General assembly prizes
  - b) First aid team
10. Old Business
  - a) H3 terrace
11. New Business
  - a) Intercollegiate Prom
12. Varia
  - a) Chocolates
  - b) Bill 96 round table discussion
13. Adjournment

- Internal affairs coordinator moves to add by-laws under new business

President seconds the motion to add by-laws under new business

**Vote: 8-0-0**

*Motion passes unanimously*

- President moves to approve the agenda of April 26th, 2022

Clubs coordinator 2 seconds the motion to approve the agenda of April 26th, 2022

**Vote: 8-0-0**

*Motion passes unanimously*

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

a) April 19th, 2022

- President moves to approve the minutes of April 19th, 2022

Club coordinator 2 seconds the motion to approve the minutes of April 19th, 2022

Vote: 8-0-0

*Motion passes unanimously*

### **4. Guests**

### **5. Financial Update**

Treasurer: Elections: Committee has been all paid (5 members; 1 chief and 4 members)  
Year end on campus event: decaries hot dogs & smoothies, and others.  
Robotics orders are piling up.  
Clubs are being reimbursed.  
Multicultural event is paid for.  
The end year party club has been paid in full prior to the event taking place.

Again asks the president if insurance has asked for their money, a big amount not being asked for or paid is unusual.

President responds by saying we should have the information by the end of this week, people should be getting reimbursements in two weeks.

Treasurer adds VCSA is approaching the council year end mandate and should be careful in planning & spending. Budgets are being updated and constantly revised due to said spending.

*Clubs coordinator comes in late at 7:41 pm*

*Vice president comes in late at 7:45 pm and take over as vice chair*

### **6. Internal Reports**

#### **a. President**

- Verified that all the cheques for multicultural day and end of the year party have been prepared
- Ordered decoration for multicultural day
- Looked over the by-laws with Internal affairs coordinator
- Attended a meeting with the directors of the school about student insurance complaints and future plan
- Spoke multiple times with student care about updates for reimbursements and claims
- Was in contact with electoral committee about candidate issues

- Worked on VCSA scholarship information

**b. Vice President**

- Attended a MEDLIFE meeting about service learning trip updates and announcement of a special meeting.
- Began filling out the event forms updates
- Ordered products for the iftar event with olga
- Had an unofficial HAC meeting to discuss the plan for the iftar event
- Made the ramadan baskets and asked communications 2 to wrap them
- Discussed the elections with president
- Was in contact with the cafeteria about the catering for soup and fruit cups
- Reposted the iftar event on the vcsa story
- Emptied a lot of boxes and cleaned up the office as much as I could
- Discussed the terrasse party with treasurer
- Was in contact with Anthony from DJ club for the access to speakers in the cafeteria and if he could find someone for the MEDLIFE movie night
- Answered questions about the vice president position
- Was in contact with marya and kristen about the iftar event
- Was in contact with a MSA member about the iftar event and their club

**c. Treasurer**

- Reviewed Budgets for the remainder of the council year
- Made changes to ByLaws - Financial Sections
- Responded to various club questions and concerns
- Send a Memo to VCSA and for club coordinators to pass on to clubs in regards to reimbursements
- Discussed VCSA Image with Mayra
- Congratulated winners of Easter Contest & posted them on Instagram
- Reminders to post to Internals & Communications
- Contacted Vanier Gym Department in regards to Volleyball Competition during May 4th, 2022
- Year End off campus tickets - Cash Handling etiquette with Internals
- Acquired tickets for Montreal Impact and discussed with Student Services on how to proceed
- Various Posts on instagram for event promotions, Merch status, and contest winners.
- Tasked General Executive 1 to contact VTV for coverage of Multicultural day, year end on campus event, & H3 Terrace Event
- Contacted H3 in terms of VCSA Networking Event
- Discussing & Finding a fair way to distribute Merch fairly due to limited quantity with various students and council members

**d. Internal Affairs Coordinator**

- Sold end-of-year off-campus tickets and helped with medlife movie night tickets
- Gave Olga a budget request form a club
- Ordered fresh fruit Friday
- Made changes to Bylaws
- Made Instagram stories about events with Treasurer
- Made a multicultural order and confirmed with them
- Gave information about terrace party to Communications to put up a poll

**e. Communications Coordinator 1**

- Posted on story: Cheetahs post, Medlife's event, multicultural day repost, Countdown for end of year party, vcsadjs story, Sports contest, end of year party posts
- Answered Dms about the party
- Sold End of year party tickets
- Posted Multicultural day post
- Prepared multicultural day posters with Community Coordinator and General Executive one
- Prepared dish posters for multicultural day
- Announced end of year party
- Gave out easter prizes
- Gave out the extra VCSA Stress relief goodie bags

**f. Communication Coordinator 2**

- Posted on Instagram: VCSA Basketball contest new rules, VCSA End of year party, VCSA Bubble tea day, VCSA Easter Giveaway, General Assembly
- Posted on story: VCSA End of year party ticket sales countdown, VCSA Basketball contest new rules, VCSA Bubble tea day, VCSA Fresh Fruit Friday, VCSA General Assembly, KSwan Code's final dance, Easter Giveaway winner, Terrace poll
- Posted on Omnivox: Easter Giveaway 2, Multicultural day
- Created: Multicultural day poster, Multicultural day form, End of year on campus poster, Sport Basket Raffle form and posts
- Emailed all Easter giveaway winners and prepared the prize system
- Emailed all Bubble tea winners and gave out prize
- Wrapped Ramadan Basket

**g. Club Coordinator 1**

- Was in contact with the DJ club in terms of the Macbook and the merch that they requested (still waiting for the links and numbers).
- Shared a post for the Insider on the VCSA Club Instagram.
- Contacted the winners of the K-POP contest to let them know their boxes

are being prepared and orders are on their way.

- Emailed KSwan concerning their event on May 25th and about using a microwave, freezer and microphone.
- Gave the cheque to Kswan.
- Sent out E-Votes for Volleyball, Tabletop and Insider events.
- Emailed Marya to temporarily grant the Tabletop club exemption from the card ban for their event on May 6th.
- Emailed Marya about the Volleyball club event and whether the form was approved or not.
- Sold tickets for the end of year party to students.

#### **h. Club Coordinator 2**

- Went to get the boxes of umbrellas from Receiving
- Gave out the Easter prizes to the raffle winners
- Spoke to Music club concerning the meeting they asked for to make the final preparations for their end of year concert
- Spoke to FirstAid team concerning the state of their budget
- Settled an issue with Music Club concerning their club room being used by others despite it being reserved for them and only them
- Sent email to MSA concerning their carpet issue
- Sent email to clubs asking for volunteers (unfortunately unsuccessful)
- Sent email to Treasurer about the VCDC e-transfer receipts due to confusion
- Spoke to and helped VCDC about their cheque request form
- Offered First-Aid Team to attend the meeting so we could talk about the merch situation (they declined)

#### **i. Community Coordinator 1**

- Worked with Communications 1 for the multicultural posters
- Prepared the the sports baskets
- Contacted Communications 2 for the sports basket poster

#### **j. General Executive 1**

- Worked on posters for multicultural day
- Sold end-of-year off campus party tickets
- Reviewed the by-laws
- Spoke to Treasurer about the terrace party

### **7. External Reports**

#### CASAQ (Vice President)

- Was in contact with casaq about bill 96 meetings and updates
- Was in contact with Dawsons executive member about the potential intercollegiate graduate poem (talk soon about it )

### **8. Upcoming Events**

- a) General assembly

President: May 5th from 7:30 to 8:30 pm on zoom. Post a post saying in big \*WIN A IPAD PRO\* the agenda needs to be posted may 4th on omnivox so everyone has to send everything to internals by next tuesdays. The by-laws need to be posted by Monday which is 72 hours before the GA

Treasurer notes when the executive council votes in favour of amending the By-Laws, the changes take immediate effects until ratified at GA; this is in accordance with the By-laws

b) Multicultural day

President: set up starts at 10 am tomorrow and we have merch bags coming in this or next week. Worse case scenario merch for next year to be given out. We need to set up the tables at 10-11am which is when the food comes as well. Only two pieces of food per person. We need to stamp the right hand not left to keep track. Asks communication coordinators if the posters have been put up

Communications Coordinator 2 says no

Communications Coordinator 1 says that the posters will be put up during the event

President asks if Communications Coordinator 1 can put up the scavenger posts

Communications Coordinator 1 asks for helps

Communications Coordinator 2 offers to do them for her and asks Communications Coordinator 1 to do just the posters in jakes

President asks Communications Coordinators to post the hints and prize by tonight

Communications Coordinator 1 mentions where certain posters are located

President asks Communications Coordinator 2 to print the hints and have people take it from the office

President adds that the cookies that are supposed to be at the entrance but that cannot happen so we can either leave them at security or in the office while students are buying tickets

Communications Coordinator 2: don't put the cookies at the front entrance unless there is someone supervising it or in the office

President sure the scavenger hunt will be the whole day

Communications Coordinator 1 asks if were gonna have a few volunteers in each booth or just posters

President says we don't have enough volunteers. If we realize we have to many cookies we split the locations and have people advertise the event at different parts of the college

c) Dress like a celebrity

Communications Coordinator 1: do we wanna keep it for another day

Internals affairs coordinator says its up to Communications Coordinator 1 what they want to do

President adds that students might not participate because they have so many exams

Communications Coordinator 2 adds that it would be better at a beginning of a semester rather then during finals

Internals affairs coordinator adds that we should make a poll and asks if students would want to do it

d) End of year party on-campus

Communications Coordinator 1 says it may rain that day

Prescient says its a week away things might change and well deal with it then worse case we will put it all over the school

president : all of the cheques are made, more volunteers are needed. Welfare avenue handling a dunking game. Medlife will also be there fundraising. Whoever can be there before and after to help clean up.

Clubs 1 reminding the council that they will be late because of an appointment

e) End of year party off campus

president: we sold about 100 tickets and we need to heavily promote it. Have not found buses yet it may happen that we find none. Asks comms to post about the end-year party on posters around the school with a QR linking it to all the information. Cannot promote alcohol

Internal affairs coordinator: adds that maybe it's better to just scratch the idea of the busses

*President takes a point of privilege at 8:35 pm and the vice president takes over as chair*

## 9. Budget Approvals

### a) General assembly prizes

- President moves to allocate up to 2500\$ for the purchase of one ipad pro for the general assembly prizes

Treasurer seconds the motion to allocate up to 2500\$ for the purchase of one ipad pro for the general assembly prizes

**Vote: 10-0-0**

*Motion passes unanimously*

### b) First aid team

Clubs 2: on may 4th they are asking for 268\$ for their final meeting/gathering. They requested merch and ordered them already knowing that they cannot purchase anything without the approval of a budget.

President asks if we should pay for the merch

Council says no because they did not request a budget

- Clubs coordinator 2 moves to allocate 268\$ dollars for their meeting on may 4th (excluding the merch) for food

President seconds the motion to allocate 268\$ dollars for their meeting on may 4th (excluding the merch) for food

**Vote:10-0-0**

*Motion passes unanimously*

## 10. Old Business

### a) H3 terrace

Treasurer brings up that the total for the event is above \$30k because of extra expenses for staff and security, and by selling the tickets for \$40 each we would make up the money to cover anything that goes above \$30k. We are not advertising it as prom. We are advertising the networking event for students to understand the formal setting etiquette and to make new friends/connections.

President returns from point of privilege and takes over as chair at 8:38pm

President responds that no one is gonna go for 40\$. Not a lot of people answered the poll and it would be a hassle to find ways to pay for it because its over 30k and it only benefits 250 students

Poll: Over 75% in favour of the Terrace Event, those who responded on instagram

Treasurer responds that ticket prices are high due to the nature of the event & venue, and to also make sure students attend through the ticket price deposit, which also subsidizes some costs. To add, students who aren't over 18 and can't attend the year end Night Club and this would provide an alternative to the majority of Vanier Students.

Vice president adds that we already have the end of year off and on campus parties

President adds that if we want to do this we will have to wait to pay them and that students shouldn't pay for this

Treasurer adds students are already paying for Night Club, and students have paid for VCSA events in the past that cost more than \$40. The nature of the event is different & the Terrace event is a good opportunity for students to make friends and experience a formal event.

Presidents adds that we won't have enough time to sell tickets for the terrace

Treasurer responds that he would be organizing everything and the ticket selling could be moved online

Treasurer adds that an executive should be handling the money and names being inputted when ticket selling

*Clubs 1 takes a point of privilege at 8:48 pm*

President asks that the councils privately message her and vote if they are for or not for the terrasse party

*Clubs 1 returns at 8:52 pm (in time for the unofficial voting)*

President mentions that the vote did not pass and the council is not in agreeance with it.

*Clubs Coordinator 2 takes a point of privilege at 9:00 pm*

Treasurer is confused regarding the nature of the private vote.

Treasurer said that he needs to know if the council were to agree to it as long as it is under \$30 000 and to charge students a maximum 10\$. And that extra money from the students would be used to subsidize it.

\*unofficial private voting takes place once again\*

*Clubs Coordinator 2 returns at 9:06 pm (in time for the unofficial voting)*

Presiden: the vote passes under these conditions

## **11. New Business**

### a) Intercollegiate Prom

Vice-president: one of the executives for Dawson is doing a prom for the graduates and asks if Vanier would like to be part of it. We would contribute to our students and so it would be half, half

President: if we were to allocate 30 000\$ we would only be able to send roughly 200 students and it would be very hard to see who is graduating and were already doing a terrasse party. Asks vice president when dawson needs a response

Vice president: they are just asking for now

President asks treasurer if we have the money to even do this

Treasurer says within range of the budget and gives more information about the fees from the email sent by vice president

President adds that students would have to pay 70-80\$ each

Treasurer remarks that why are we considering this prom partnership with Dawson if everyone is against students paying \$40 for a formal Terrace Networking and this graduation event would cost students \$70-\$80 with VCSA subsidizing \$30 000.

Internals adds that students might not want to spend that much money

President adds that we should wait until we get more information about the terrasse

Treasurer notes to the council that the Terrace event will likely be canceled due to the event running at cost already due to connections. Lowering the costs would be an insult to the venue and impossible to find anything within the council desired range in the market.

b) By-laws

Final changes will be made Saturday and voted

## **12. Varia**

a) Chocolates

- Tabled

b) Bill 96 round table discussion

Vice pres: marianopoulos having emergency request to have a round table discussion about bill 96. Atleast 2 people from each cegep

\*internals and president can go

## **13. Adjournment**

- President moves to adjourn the meeting of April 26th, 2022

Vice pres seconds the motion to adjourn the meeting of April 26th, 2022

Vote: 8-1-1

*Motion passes*

The meeting was adjourned at 9:59PM.

The next meeting will be on the 2nd of May 2022 at 7:30 PM

