



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 10th of May 2022.

In Attendance

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

Regrets

<i>Vice president</i>			
<i>Clubs Coordinator 1</i>			

Guests

1. Call to Order

Meeting called to order at 7:30PM

2. Approval of Agenda

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

- a) New council 2022-2023
5. Financial Update
6. Internal Reports
7. External Reports
8. Upcoming Events
 - a) End of year terrace party
 - b) End of year off-campus party
 - c) Welfare avenue
9. Budget Approvals
 - a) Assistant/ staff gifts
 - b) Welfare avenue
10. Old Business
11. New Business
12. Varia
 - a) retreat
13. Adjournment

- President moves to add grad gifts under upcoming events

Communications coordinator 1 seconds the motion to add grad gifts under upcoming events

Vote: 6-0-0

Motion passes unanimously

- President moves to approve the agenda of May 10th, 2022

Communications coordinator 2 seconds the motion to approve the agenda of May 10th, 2022

Vote: 6-0-0

Motion passes unanimously

Clubs coordinator 2 comes in late at 7:46 pm

3. Approval of Minutes

a) April 26th, 2022

- President moves to approve the minutes of April 26th, 2022 and tables the minutes of May 3rd

Internal Affairs coordinator seconds the motion to approve the minutes of April 26th, 2022 and tables the minutes of April 26th

Vote: 5-2-0

Motion passes

Treasure comes in late at 7:50 pm

4. Guests

a) New council 2022-2023

5. Financial Update

Treasure: Since we are trying to keep \$50 000 to kickstart next year's council, there is a tighter budget. Traditionally, the courtesy amount is between \$10k and \$30k.

We allocated \$30 000 to humanitarian aid & \$30 000 to Medlife, and the insurance invoice came in recently.

We received money from the college for collecting the insurance amount on behalf of VCSA, however, it does not match the invoice received.

President: Did we send the check to insurance?

Treasurer: I have informed Olga to hold off on the check unless the president and vice president specified otherwise to her.

Treasurer: VCSA spent various amounts on merch, the on-campus party (carnival), and deposit for the terrace party, there is also administrative fees to be paid (Lawyers, Accountants, Liability Insurance, Office Insurance, Salary, etc.)

Treasurer: Jake's invoice has yet to be seen, alongside the printshop. We will review the budget and leave a kickstart for next year's council.

President: Humanitarian & medlife doesn't need the total amount of money we allocated to them

Treasurer: It is still allocated. We are paying off everything upcoming and are in good financial standing.

6. Internal Reports

a. President

- Was in contact with Jonathan about the student speaker opportunity
- Spoke with John about my bill 96 speech
- Helped assemble the grad gifts and give them out
- Helped sell the tickets for the end of the year party
- Was in contact with welfare avenue for their May 28th event
- Helped with free breakfast
- Organized the end of the year event and saw it through
- Signed checks and gave them out
- Had multiple discussions with student care about training for new council and with the college
- Went shopping to dollarama for the end of the year party prizes

b. Vice President

- *Regrets*

c. Treasurer

- Signed cheques for various expenses (year end campus party, clubs, robotics, & merch)
- Spoke to Robotics in regards to expense; won first place in coding and a prize in website design (was told the robot wasn't the expertise of the group this year)
- Spoke with student service in regards to ticket selling
- Spoke with student services in regards to Business Administration resource room issue
- Counted cash for ticket sales; verified amount last week.
- Verified the cash for CODA (muffin sale) & Volleyball (bake sale)
- Attended GA
- Attended on campus event; filled with inflatables and free food (noted smaller attendance than previous ones)
- Sold tickets for Terrace Networking Event; & advertised.
- Recorded various informational videos (graduation dates, events, club spaces) for VCSA instagram
- Spoke with Charles (next VCSA Treasurer) and informed him again on the duties of VCSA & Treasurer.
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d. Internal Affairs Coordinator

- Sold end of year tickets
- Volunteered at the end of year on campus party
- Made free breakfast and gave it out
- Gave grad gifts
- Trained future internal affairs coordinator
- Attended the general assembly
- Attended bill

e. Communications Coordinator 1

- Created and posted terrace party
- Created and posted VCSA Swag contest with Community Coordinator
- Attended and helped with end of year on campus party (and posted videos/photos/tiktoks)
- Created and posted free breakfast
- Created and posted grad gifts on instagram and omnivox
- Started training the next council's Communications Coordinator
- Created end of year instagram highlights
- Answered DMS about grad gifts
- Sold tickets and gave out grad gifts
- Prepared grad gifts with president
- Helped in free breakfast
- Attended general assembly and sent agenda to Marya to post on omnivox
- Went to dollarama for the end of year party

f. Communication Coordinator 2

- Helped Community 1 with Swag Day and Sport Basket
- Promoted and took picture for the VCSA end of party event
- Sold Terrace and Club party tickets at the VCSA office
- Posted on Instagram podcast on conversation and Protest against Bill 96 on May 14
- Attended and took pictures for the protest against Bill 96
- Created and printed the petition against Bill 96
- Answered DMs about ticket purchases and grad gifts
- Posted on Instagram story: General Assembly Agenda, General Assembly Winner, On campus End of Year Party, Juice, Summer graduate grad gifts, Swag day contest

g. Club Coordinator 1

- *Regrets*

h. Club Coordinator 2

- Helped organize music concert with Olga
- Solved an issue involving FirstAidTeam's last meeting

- Attended General Assembly
- Helped setup table and snacks at the Bill 96 protest

i. Community Coordinator 1

- Worked on hoodie contest “bring your own VCSA merch” with communications 1 and 2
- Worked on sports basket contest with communications 1 and 2
- Attended and helped the VCSA end of party event
- Sold Terrace and Club tickets at the VCSA office
- Attended the Bill 96 protest
- Arranged the merchandise at the office

j. General Executive 1

- Sold Club and terrace party tickets
- Volunteered at the end of year on campus party
- Attended the general assembly
- Attended the Bill 96 protest

7. External Reports

8. Upcoming Events

- a) End of year terrace party

President: May 21st, asks treasurer for status on reserve tickets

Treasurer: Accepting e-transfers from the students, going to write a cheque to reimburse the VCSA at the end.

President: Asks treasurer if there will be students with no tickets due to transferring

Treasurer: Keeping a list of people paid.

President: A lot of students still want to buy tickets but because we are off-campus due to exams we need to find a way to make online payments

Internal affairs coordinator: There’s Eventbrite

Treasurer: Eventbrite takes a fee from the price.

President: E-transfers do not give off a good impression, I do not agree with Treasurer personally taking E transfers, we should have made a Gmail

Treasurer: We are not allowed to do online banking. There is a record of students paying and upon the event happening, a cheque will be written for the total.

President: Students might be confused. A few members don't agree with it. For the club party, we will not be doing e-transfers. Eventbrite may be a hassle but it is more legitimate than e-transfers, there is at least a paper trail.

Communications coordinator 1 agrees with president

Treasurer: Eventbrite takes a fee, and there is a paper trail from E-Transfers.

President: They know that it's going to the VCSA through Eventbrite, which is more reassuring than going directly to the treasurer than VCSA. I don't know a better way than e-transfers but I do not approve of e-transfer. We should have made a council decision on this

Internal affairs coordinator: E-Transfers are not good because we can't see how many tickets we have sold, and we are also unable to see your bank account so we can't tell if a student is lying when they say that they have transferred the treasurer.

Treasurer: There is a list of people paid and E-Transfers are transparent, there is a paper trail because students have proof of transaction.

Internal affairs coordinator: Where is the paper trail? How can we know how many people have sent you money? We need to know proof that they transferred, proof that they are even students.

President: We can't ask every student for a paper trail

Treasurer: There is a list of people paid and they have a ticket # assigned.

President tells the treasurer that he should not have taken the decision upon himself to accept transfers. We have apple pay and other things that we could have used. We never agreed to do e-transfers.

Communications coordinator 1: This decision might affect future councils, just as previous council's mistakes are affecting us

Internal Affairs coordinator: What if you are setting a precedent for the future treasurer.

President: I will find out how student life proceeds by accepting money for tickets. Treasurer continues doing the e-transfers but please keep a log of all payments and that you share it with all members of the council. In future please share these decisions with the council

Treasurer: I have the list updated constantly.

b) End of year off-campus party

We currently are 70 tickets short of 500, the venue can hold 600, but 500 is a good number in the context of covid. Whenever a member is in the office, post a story on Instagram saying that we are selling tickets. The day before we will announce the number of tickets left and sell them at double price

c) Welfare avenue

President says that May 28th welfare avenue is having an event. We were planning on giving 500\$, I would ask the treasurer if we are able to give more. We need volunteers. I also want to further publicize the bill 96 protest this Saturday. Welfare avenue wants an ice cream truck for fundraising.

9. Budget Approvals

a) Assistant/ staff gifts

President: In the past, we have given gifts to staff that have helped us a lot. For security, we will give them a pizza lunch since they are a lot. Student life staff will receive gift cards. What do we think we can allocate budget-wise for the other staff. I would give the cleaning staff 25\$ Jake gift cards.

- President moves to allocate up to 750\$ dollars for the purchase of Vanier staff gifts

Internal affairs coordinator seconds the motion to allocate up to 750\$ dollars for the purchase of Vanier staff gifts

Vote: 7-1-0

Motion passes

b) Welfare avenue

President: Treasurer and I have discussed giving about 500\$. Are we able to give anymore?

Treasurer: Do we have the numbers of how many Vanier students attended their volunteer initiatives

President: No, I don't remember ever asking for the number. From what I know they have not been keeping track. They want as many Vanier students and volunteers as possible. There are other organizations like CBC donating to them, so we are not the only ones donating. The money would be for ice cream trucks and games to attract students

- President moves to allocate 500\$ for the May 28th welfare avenue event

Internal affairs coordinator seconds the motion to allocate 500\$ for the May 28th welfare avenue event

Vote: 8-0-0

Motion passes unanimously

10. Old Business

11. New Business

12. Varia

- a) retreat

President: The retreat is still May 30-31. We are currently only going to be around 5. If we aren't many we can make good use of the money like going to Nebraska. Finally, we will have lunch with everybody and then a retreat for those who can make it.

13. Adjournment

- President moves to adjourn the meeting of May 10th, 2022

Communications coordinator 1 second the motion to adjourn the meeting of May 10th, 2022

Vote: 8-0-0

Motion passes unanimously

The meeting was adjourned at 8:49 PM.

The next meeting will be on the of 17th of May 2022 at 7:30 PM