



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 12th day of April 2022.

#### **In Attendance**

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

#### **Regrets**

<i>Community Coordinator 1</i>			

#### **Guests**

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

Meeting called to order at 7:38 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) Elections
  - b) End of year party off campus
  - c) End of year party on campus
  - d) Multicultural day
  - e) Basketball shoes
9. Budget Approvals
  - a) DJ club budget
  - b) Bring anything but a backpack to school day
  - c) Dress like a celebrity day
  - d) Free breakfast
  - e) Garden Club
  - f) Louis vuitton bag
  - g) Music club
10. Old Business
11. New Business
  - a) Photoarts constitution
12. Varia
13. Adjournment

- Club coordinator 2 moves to add MSA budget under budget approvals

Clubs coordinator 1 seconds the motion to add MSA budget under budget approvals

**Vote: 6-1-0**

*Motion passes*

- Clubs 2 moves to approve the agenda of April 12th 2022

Comms 1 seconds the motion to approve the agenda of April 12th 2022

**Vote: 6-1-0**

*Motion passes*

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

- a) April 4th, 2022
- Clubs 1 moves to approve the minutes of April 4th, 2022

Clubs 2 seconds the motion to approve the minutes of April 4th, 2022

Vote: 5-2-0

*Motion passes*

#### **4. Guests**

#### **5. Financial Update**

- Having to take account of the end-of-year parties in our budget

#### **6. Internal Reports**

##### **a. President**

- *Late*

##### **b. Vice President**

- *Late*

##### **c. Treasurer**

- Prepared and printed all posters and forms related to VCSA Easter Egg Hunt
- VCSA Basketball contest, Chocolate guess, VCSA Volunteers, VCSA Easter giveaway
- Merch and Fresh Fruit Thursday
- Sorted out the chocolates for Easter Chocolates
- Created form for Easter Giveaway
- Gillette Sponsors Razors given out with survey
- Signed checks
- Petty Cash Used
- Reviewed By-Laws
- Suggested posts for Communications for Instagram
- Reviewed club budgets

##### **d. Internal Affairs Coordinator**

- Ordered fresh fruits with Olga
- Reviewed by laws with treasurer
- Made gillette sponsorship document and gave out razors
- Made a catering order for multicultural day
- Held meetings with clubs for Vcsa reviews

##### **e. Communications Coordinator 1**

- Created Volunteer recruitment posts
- Attended VCSA Info session with Treasurer and President
- Posted on story: merch stories, Christian Club event, and info session
- Created and posted VCSA merch post

- Shared electoral committee post with Marya
- Brainstormed and shared possible location distribution of booths for multicultural day with President
- Prepared lindt chocolates

**f. Communication Coordinator 2**

- Prepared and printed all posters and forms related to VCSA Easter Egg Hunt
- Posted on Instagram: VCSA Basketball contest, Chocolate guess, VCSA Volunteers, VCSA Easter giveaway
- Posted on Omnivox: VCSA Easter Hunt
- Posted on Story: Merch and Fresh Fruit Thursday
- Contacted KPOP Contest winners
- Contacted Chocolate Guess winners
- Sorted out the chocolates for Easter Chocolates with Communications Coordinator 1
- Created form for Easter Giveaway
- Created folders for Canva to organize designs better

**g. Club Coordinator 1**

- Sent out e-vote for the Christian Fellowship Event Budget
- Contacted some winners concerning K-POP contest
- Ordered the merch for K-POP contest with Olga
- Gave wheel for Christian fellowship club
- Answered multiple emails to clubs
- Emailed and spoke with KSwan and Treasurer about moving their event to May 4th
- Spoke with Treasurer concerning reimbursement of money to clubs

**h. Club Coordinator 2**

- Restocked table with bucket hats and hats
- Had meeting with Music club concerning their event
- Emailed MSA and VCDC concerning their events
- Sent Event Request form for VCDC dance class event for April 13th, 2022
- Spoke to PhotoArts concerning their constitution
- Organized and helped Jack.Org with their event (could not be present however)
- Helped place fruit on table for last week's Fresh Fruit Fridays
- Spoke to MSA about how the allocation of their funds can work

**i. Community Coordinator 1**

- *regrets*

**j. General Executive 1**

- Helped order easter chocolates with Treasurer

**7. External Reports**

## 8. Upcoming Events

### a) Elections

Treasurer: The deadline for the nomination package is the 19th. Everyone should be respecting the rules put in place for the vcsa executives. Make sure the electoral committee is respectful of office rules.

### b) End of year party off campus

- Tabled

### c) End of year party on campus

Treasurer: Communications coordinators 1 & 2 to start posting soon for the end of year parties

Communications coordinator 1 notes: they (president and communications coordinator 2) have agreed to post at a later date to avoid posting too soon because of misinformation.

Treasurer notes: to start posting about bucket hats and merch for the year-end party.

- On May 4th UB

*Vice president comes late at 7:59 pm and takes over as chair and the treasurer steps down as vice-chair*

### d) Multicultural day

Communications Coordinator 1: We still need to print the passports, deciding the locations for the food stops.

Treasurer adds: He has been signing cheques for the food and that president and internal affairs coordinator are actively looking for caterers. Advertising should start early for high participation.

- Multicultural day is April 27 during UB

### e) Basketball shoes

Communications coordinator 2: There was no participation in the basketball contest, therefore, extending the deadline for submissions

Treasurer: Told community coordinator 1 to reach out to the sports contest and adds that we should have added posters around the school for higher participation

Vice president: Talk to the sports complex about the contest so they can mention it to their athletes.

## **9. Budget Approvals**

### a) DJ club budget

Clubs coordinator 2 presents Dj budget to the council

- Club merch: discussed in meetings that it should only go for executives and that we will be subsidizing if we decide to do so
- Dj president selling his Mac to the DJ club as to leave a computer for the club (tax concerning the mac should be left out of the budget because it is not going to the government)
- A new podium control tower

Treasurer adds that the DJ members should bring their own laptop

Clubs coordinator 1 responds by explaining that students join because they have no equipment and join to learn and that the laptop purchase would benefit the club considering it also has the dj software on it already and we wouldn't have to buy it. Concerning merch, no other clubs have gotten merch.

Clubs coordinator 2 responds by saying: We agreed to subsidize a certain amount of money

Vice president agrees to have them buy the merch and then we subsidize a certain amount

*President comes in late at 8:15 pm and takes over as chair*

*Vice president steps down as chair and takes over as vice-chair*

President adds that the laptop may be stolen and that it might be better to install a software for a year on their own laptop

Vice president responds that the macbook would be a much better investment long term.

President and vice president mention that the control panel isn't necessary

Vice president mentions that more details are needed concerning the merch to calculate how much of it were willing to pay for

- Tabled

b) Bring anything but a backpack to school day

Clubs coordinator 2: a day where students bring anything but a backpack to school just to fool around a bit and get creative. They come to the VCSA office to show it off and create a contest where students vote for the best one and win a prize.

President mentions: make sure events don't collide with each other

Vice president adds that it might not do well because its exams time

Clubs coordinator 2 says he will go ask around the school to see how many students are interested

c) Dress like a celebrity day

Communications coordinator 1 explains that you pick any celebrity and dress up as them and that the prize could be chosen between merch, concert tickets, or music store gift cards

President brings up a concern that students imitating their favorite coloured artists might be called racist and that a warning should be posted explaining that this is not meant with any offense

Communications bring up that keeping the prize as merch would be alot easier then organizing a concert

- Communication 1 moves to allocate up to 500\$ for the dress like a celebrity day contest

Clubs coordinator 1 seconds motion to allocate up to 500\$ for the dress like a celebrity day contest

**Vote: 9-0-0**

*Motion passes unanimously*

d) Free breakfast

Internal affairs coordinator mentions to spend as much as every other free breakfast organized

- President moves to allocate 1000\$ for the last free breakfast of the semester

Internal affairs coordinator seconds the motion to allocate 1000\$ for the last free breakfast of the semester

**Vote:9-0-0**

*Motion passes unanimously*

e) Garden Club

Club Coordinator 2 mentions they had verbal communication about their budgets

Treasurer adds that club coordinator 2 should always follow up a verbal communication by recording it in writing

President mentions that treasurer and club coordinator 2 should hold a meeting to avoid confusion and get everything straight

Treasurer: Garden club is asking for over \$6000 for the shed and mentions who sent the budget

Internal Affairs Coordinator mentions that if it works in our budget that it would be beneficial for the club because a lot of students participate

Treasurer and president recommend that it is tabled and garden club should join the next meeting as a guest

- Tabled

f) Louis vuitton bag

Treasurer: Looked over the survey made by communications coordinator 2 that listed what students would want as merch and one of those suggestions were louis vuitton. It creates hype since its a big brand and we could do many things like auctioning it off, given

Communications coordinator 1 adds that this would help participation rates alot

President adds that this should be given out as a prize during our GA

Vice president does not agree with the louis vuitton prize

Communications coordinator 2 mentions that we should choose the prizes for GA as soon as possible to keep make it less stressful

Other GA prizes discussions:

- Communications coordinator 2 suggests: jakes gift cards,
- Vice president suggests: bluetooth headphones, apple or android watches
- President suggests: Ipad pro and pen, as well as unisex louis vuitton bag

Communication coordinator 2 asks treasurer to pull the document with the suggestions out

Treasurer discusses suggestions

President mentions that the most suggested products were nike and not louis vuitton

President asks treasurer what the budget is for GA

Treasurer says that we should not go over 1000\$ and adds to check the by laws concerning the GA advertisement

Communication coordinator says that an ipad would bring high participation rates

President asks for communications coordinators to make a document with the suggestions and council members make a vote for which one they prefer and then evote will follow the winner

#### g) Music club

Clubs coordinator 2 explains event: a concert to be preferably held outside between D and N with dawson, a seven hour concert (if all works out) other options are the carrefour and amphitheater

President responds that indoor options may not be available for that time period and that verification with the college would be needed

Communication coordinator 2 says that 7 hours may be to much for the clubs health

Internal affair coordinator responds with it would be feasible if they switch

Clubs coordinator 2 mentions that it would probably be 4 hours

President adds as a side note that event discussions should be talked about under new business

Club coordinator 2 explains budget:

Music club is requesting for \$230 for snacks during the event

President mentions that a formal budget request needs to be sent by the club so it can be properly looked over by the council and that clubs coordinator 2 should cc treasurer in emails discussing this topic

h) Msa budget

Club coordinator 2 explains budget:

- MSA club would like to pay the guest speaker 50\$

Treasurer mentions that money had been already allocated for the msa event previously that included the guest speaker

President responds by explaining that that money was allocated for the vacuums and carpets

Clubs coordinator 2 adds that the guest speaker event part of the motion was for snacks and food concerning the event

President gives confirmation that we did not allocate for the guest speaker previously

Treasurer mentions that msa executive comes in asking for cheques

Clubs coordinator 2 and president mention that these motions and cheques are from previous events

Treasurer mentions that the cheque was confusing regarding where the money was specifically going

President adds that council may ask olga to create a cheque which then may be reviewed by signing officers but club executives should not be going to olga and asking for cheques

Treasurer adds that he does not see the snacks in the previous motion

President adds that minutes have not been precise

Treasurer points to march 14th meeting minutes concerning the msa budget was not precise and is not for it since snacks were not particularly mentioned

Clubs coordinator 1 comments that this should be table

Communications coordinator 2 and vice president respond that there event is tomorrow so the decision must be taken now

*President takes a point of privilege at 9:23 and Vice President takes over as chair*

Vice president mentions that a pay gift is not necessary since the speaker is volunteering

Treasurer comments that since we made the motion last time their money for the speaker event it would fall under the march 14th budget

- Council agrees to have them pay for the guest speaker through the last budget motion of march 14th

*President returns at 9:29pm and takes over as chair and vice president takes over as vice chair*

## **10. Old Business**

### **11. New Business**

- a) Photoarts constitution

President asks if there is a deadline for when clubs can send in tier constitution

Club coordinator 2 says that after the by laws were reviewed there was no deadline

President mentions that the council needs 48h in advance to review it and that the clubs coordinators can be trusted to make the appropriate changes

Will be approved by evotes

## **12. Varia**

### **13. Adjournment**

- Vice president moves to adjourn the meeting of April 12th 2022

President seconds the motion to adjourn the meeting of April 12th 2022

**Vote: 9-0-0**

*Motion passes unanimously*

The meeting was adjourned at 9:34PM.

The next meeting will be on the 19th of April 2022 at 7:30PM

