Executive Board Meeting 16-17  
Tuesday, November 15, 2016 @ 9:30am  
MSU Boardroom, MUSC room 201

 Called to Order 9:30am
Present Almeida, Eom, Flowers, MacDonald, Nadarajah, Shingleton-Smith
Late Farah
Absent Monaco-Barnes, Oliver
Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (SLDC), W. Yaseen (Spark Coordinator), S. Chou (SHEC Coordinator), L. Zhang (SWHAT Coordinator), L. Stirling (WGEN Coordinator)

1. Adopt Agenda

Moved by Shingleton-Smith, seconded by Eom to adopt the agenda, as presented.

Passes Unanimously

2. MAC Bread Bin – no report
   ▪ Nadarajah stated that a report had not been submitted and that there will be a follow-up discussion with the PTM.

3. MACycle Report – report attached
   ▪ Nadarajah went over the report.

Farah arrived at 9:32am

Questions
   ▪ Eom asked about Newcomers Night. Nadarajah stated that the PTM works in a bike shop in East Hamilton, and that there has been contact with refugee families and trying to put this together.
   ▪ Shingleton-Smith stated that they asked the PTM to add executives to the team to help out. He asked if they were moving forward with this. Nadarajah responded that the PTM felt that it was really late in the semester and wasn’t sure about the effectiveness of hiring any. She stated that she suggested just hiring one or two so that the PTM could focus on other components of the job.
   ▪ Eom stated that one of the concerns was coordinating events with PTMs. She asked what he found to be difficult. Nadarajah responded that it was highlighted that all PTMs are running events at the same time, and that he wanted to collaborate with QSCC, and WGEN but they were running big campaigns when the PTM wanted to.

4. QSCC Report – report attached
   ▪ Nadarajah went over the report.

5. SCSN Report – report attached
   ▪ Nadarajah went over the report.

Questions
   ▪ Eom asked if they could receive more detail on how well the events were attended and more about partnerships.
6. **SHEC Report – Sutina Chou presented**

   - Chou summarized the report.

**Questions**

- MacDonald asked for Chou to elaborate on MAC Talks. Chou stated that the event was fine, but she felt that the Committee Chair who ran the SHEC portion of the event was stressed as they weren’t given adequate notice of the event. She added that the logistics were horrible and they asked for items to be provided, and they weren’t. Chou stated that it was very frustrating, but that she did speak to Nadarajah about this.

7. **Spark Report – Wid Yaseen presented**

   - Yaseen summarized the report.

**Question**

- Flowers asked about the weekly training sessions. Yaseen stated that they have sessions every week, and in the past training used to be on a Sunday but as the semester progressed attendance would go down. This year it’s on Sundays and Thursdays, while hard on the executive, was good for the TLs.
- MacDonald asked about the averages of the weekly sessions, and if they were the same numbers from last year or different. Yaseen responded that they were about the same from last year. She explained that they shouldn’t be measuring engagement through attendance as a lot of their students who can’t come are meeting up with their TLs at a later date. McGowan stated that they see a lot of that at this time of year, so don’t take it as a reflection of the service.

8. **SWHAT Report – Leon Zhang presented**

   - Zhang summarized the report.

**Questions**

- MacDonald stated that he had fun volunteering for the service the other night. He added that it was nice to see people accessing the service. MacDonald stated that the appreciated the detail of the analytics in the report.

9. **WGEN Report – Lainey Stirling presented**

   - Stirling summarized the report.

**Questions**

- MacDonald stated that they just modified the OP and Bylaw for the wage review process and that it will take a while to take a look at all of them.
- Wooder stated that the art work for promotions was great, and thanked Stirling for following the system.
- Flowers asked what the binders were used for. Stirling responded that it was clothing, and that they received 100 units of binders for trans folks.
- MacDonald asked for a breakdown of the usage in the space.

10. **Shinerama Coordinator Job Description**

    **Moved** by Nadarajah, **seconded** by Flowers that the Executive Board approve the changes to the Shinerama/Terry Fox Coordinator Job Description.

   - Nadarajah went over the memo with the Board. She explained that this came out of their discussions of separating out the campaigns.
MacDonald asked why it was starting in April.
Nadarajah responded that she spoke with the previous PTM and they felt that it would be a benefit to Shinerama to start early for sponsorship.

Amendment
Moved by MacDonald, seconded by Eom to amend the start date to be May 1.

- MacDonald stated that the intention of the wage review process was to put forward a weekly wage that encompassed variances. He explained that this would throw it off.
- Eom stated that she was comfortable with this change.
- Nadarajah stated that she felt that the Coordinator would get more done by hiring exec in April and get started on sponsorship in May, but if they wanted them to start in May then they would have to look into the possibility of hiring exec while being unpaid or hiring in May.

Vote on Amendment

In Favour: 4 Opposed: 2 Abstentions: 0
Motion Passes

Vote on Main Motion
Moved by Nadarajah, seconded by Flowers that the Executive Board approve the changes to the Shinerama/Terry Fox Coordinator Job Description, as amended.

Passes Unanimously

11. Strike Hiring Committees
a) Horizons

Moved by Nadarajah, seconded by Shingleton-Smith that the Executive Board strike a hiring committee for the Horizons Coordinator, consisting of the Vice-President (Administration), and two (2) Executive Board members, with one alternate.

- MacDonald noted that if an Executive Board member knows someone who was applying, or were considering applying for an exec position to please consider volunteering for another hiring board.

Nominations
- Eom
- Farah
- MacDonald – alternate

Passes Unanimously

b) Farmstand

Moved by Nadarajah, seconded by Eom that the Executive Board strike a hiring committee for the Mac Farmstand Director, consisting of the Vice-President (Administration), the outgoing Mac Farmstand Coordinator, and one (1) Executive Board member, with one alternate.

Nominations
- MacDonald
- Eom – Alternate
Passes Unanimously

12. Closed Session

Moved by Farah, seconded by MacDonald that the Executive Board move into Closed Session.

Passes Unanimously

Return to Open Session

- MacDonald reported that the Executive Board approved amendments to the hours of the Farmstand Director and Macademics Coordinator at 12 hours a week, effective immediately.

13. Committee of the Whole – Services

Moved by Nadarajah, seconded by Eom that the Executive Board move into Committee of the Whole to discuss Services that presented the previous week. (Elections, MACycle, Maroons, PSL)

Passes Unanimously

Moved by Nadarajah, seconded by Eom that the Executive Board move out of Committee of the Whole and to Rise and Report.

Passes Unanimously

Rise and Report

Elections

- Nadarajah reported that the Executive Board felt that the CRO and DRO did a good job with the election season despite the increased number of referenda. Nadarajah reported that the Board felt that the organization should be critically thinking about third-party referenda and the initialization. Nadarajah reported that the Board felt that to better support the CRO and DRO the Elections Committee should be empowered to uphold the rules by filing complaints and by being more vigilant of campaign sides.

Maroons

- Nadarajah reported that the Board felt that the PTM was doing an amazing job, and that they should be looking into more volunteer appreciation events so that the Maroons team doesn’t just view themselves as labour.

PSL

- Nadarajah reported that the Board commended PSL for increasing promotions for the service though interactive mediums, ex: videos. The Board wanted evaluation of the duplication of PSL in the community with services like Good2Talk. Nadarajah reported that the Board would like an investigation into the cost associated with ASIST training and the possibility of getting a full-time staff member to get certified to train.

14. Action Items

a) Contract with Housing and Conference Services

- MacDonald stated that they were to have a meeting last Friday but it didn’t work out, so there is one scheduled for later this week. He stated that they have been working on a draft and asked for a contract with different options.
15. Information and Questions

- Wooder reported that the Charity Ball pre-sale was going on right now. SHEC Addictions Awareness Fair was this week. Wooder reported that the SRA voted to send the Ath and Rec Expansion proposal to referendum. He urged caution when discussing this with others, there will be information available on the website and they are working with Elections to come up with Communications. Wooder reported that WGEN Transforming MAC week continues.
- McGowan reported that they have been starting discussions with the HSR for the bus pass. He added that they will have a final proposal by December 19.
- Eom asked if there will be training for hiring. Nadarajah responded that there will be.

16. Adjournment and Time of Next Meeting

Time of Next Meeting:

Tuesday, November 22, 2016
9:30am
MSU Boardroom, MUSC 201

Adjourned at 11:21am

/vs