

Executive Board Meeting 13-29
Thursday, March 28, 2014 @ 2:30pm
MSU Main Boardroom, MUSC room 201

Call to order @ 3:00 pm

Present D'Angela, Doucet, Mallon, Morrow, Wolwowicz

Late

Absent Campbell, Graham, Harper

Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (SLDC), Jacob Brodka (Services Commissioner), Tristan Paul (SRA – Social Sciences), Amy Lloyd (Horizons Coordinator)

1. Adopt Agenda

Moved by D'Angela, **seconded** by Doucet that the Executive Board adopt the agenda as amended.

Amendments

- Strike EB Transition Discussion
- Add Operating Policies Discussion
- Add Wages Review – Bridges Coordinator

Passes by General Consent

2. Adopt Minutes

Moved by D'Angela, **seconded** by Morrow that the Executive Board adopt minutes from Executive Board meetings 13-26 – March 6, 2014, and 13-27 – March 13, 2014, as circulated.

Passes Unanimously

3. Horizons Logo

Moved by Morrow, **seconded** by Wolwowicz that the Executive Board approve the new Horizons Logo.

- Wooder went over the memo with the Board. He explained that the main motivation for updating the logos was a dramatic inconsistency used across the organization.

Vote on Motion

Passes Unanimously

4. 2014-15 Budget Recommendation

- Doucet explained that they will be moving into Committee of the Whole to discuss the budget. During this time he will be going over the budget as a whole, with specific attention given to the larger business units.

Moved by Doucet, **seconded** by Wolwowicz that the Executive Board move into Committee of the Whole to discuss the proposed 2014-54 Budget.

Passes Unanimously

Moved by Morrow, **seconded** by Wolwovicz that the Executive Board move out of Committee of the Whole and to Rise and Report.

Passes Unanimously

Rise and Report

- Doucet reported that the Board went over the budget together. Doucet reported that he had asked the Executive Board if it would be okay to look into charging OPIRG rent for their space to reduce occupancy costs of the MSU. The Board agreed to recommend this to the SRA.

Moved by Doucet, **seconded** by Mallon that the Executive Board recommend the 2014-2015 Operating and Capital Budgets to the Full Members of MSU Incorporated for approval.

Passes Unanimously

5. Network Job Descriptions

- McGowan explained that this will be giving more support with IT. With the capital improvements coming in over the summer, Factor[e] recommended that the MSU hires the network assistant to work during the summer months. He added that they are just eliminating the summer months from the Web Editro position and giving it to the Network Assistant.
- D'Angela stated that there doesn't seem to be a lot of changes to the content of the job description. She asked if there should be.
- McGowan responded that these were the changes submitted.
- D'Angela asked if there was an intention to hire a web editor as well or if they're just changing the job descriptions.
- McGowan responded that they are just getting rid of the summer hours, and then will evaluate later on once Factor[e]'s contract is up.

a) MSU Web Editor Job Description

Moved by Morrow, **seconded** by Mallon that the Executive Board remove the summer employment hours dedicated to the MSU Web Editor.

Passes Unanimously

b) MSU Network Assistant Job Description

Moved by Mallon, **seconded** by Morrow that the Executive Board add 30 hours a week of employment to the MSU Network Assistant from May 1 to August 30th.

Passes Unanimously

6. Sponsorship & Donations Committee Recommendations

Moved by Doucet, **seconded** by Wolwovicz that the Executive Board approve the following recommendations from the Sponsorship & Donations Committee:

McMaster Kinesiology Society - \$250 donation
Dr. Sheila Singh on behalf of SSBTR - \$100 donation
DeGroote Graduation Gala - \$100 donation
Bachelor of Health Sciences Outreach Program - \$100 donation
Allison Chandler - \$250 donation

Hollaback! Hamilton - \$250 in-kind donation at Underground Media & Design

Samantha Moreas - \$110 donation

Ceinwen Pope - \$175.15 donation

Phebe Li - \$250 donation

Startup Weekend Hamilton 2014 - \$500 sponsorship

- Doucet went over the memo with the Board. He explained that Sam Moreas's donation has been reduced to \$110 as they had followed up with her, and she had received other donations from other sources and just needed the remainder of her request to be filled.

Vote on Motion

Passes Unanimously

7. Operating Policies – Advocacy Street Team, Diversity Services, SHEC, and TAC

- Brodka went over each Operating Policy with the Board.
- The Board gave their feedback.

Moved by Morrow, **seconded** by Mallon to extend the Executive Board meeting by half an hour.

Passes Unanimously

8. Closed Session

Moved by Morrow, **seconded** by D'Angela that the Executive Board move into Closed Session.

Passes Unanimously

9. Return to Open Session

Wage Review – Bridges Coordinator

- D'Angela explained that the Finance Commissioner had given a wage review for the hours for the Bridges Coordinator, and the Committee recommended for it to go up in hours and wages.
- Mallon stated that the Committee felt it should be bumped to 7 hours a week and no higher, and be given a level 4 position.

Moved by Mallon, **seconded** by Wolwovicz that the Executive Board approve the recommended changes to the Bridges Coordinator wages and hours, effective May 1, 2014.

Passes Unanimously

Moved by Mallon, **seconded** by D'Angela to strike Committee of the Whole – Services Reports from the Agenda.

- Morrow stated that feedback for CLAY and Horizons would be useful.
- Doucet stated that Services are ending for exams.
- Morrow explained that Horizons and CLAY are still ongoing.
- Mallon asked if the feedback could be given via email.
- D'Angela stated that they could do that

Passes Unanimously

Moved by Morrow, **seconded** by Wolwovicz to extend the Executive Board meeting by 10 minutes.

Passes Unanimously

10. Information and Question Period

- Scott thanked everyone for a great year and for all of their hard work.
- Wooder stated that this was one of the best year's for EB, and that the most useful item that came out of the meetings was service reports and committee of the whole. Wooder updated the Board about the twitter issue with Mac Breadbin, and that it had finally been resolved.
- McGowan stated that the adjustments that were made for the year were good. He thanked the Board for their hard work.
- D'Angela stated that the SCSN Coordinator decided to bring forward the CA job descriptions to next year's EB.
- D'Angela reported that someone came to her about the idea of potentially adding variable capped hours during the summer for commissioners. Mallon felt that this would be too hard to track, and wondered if they could lower the amount and make it less than 100 hours. D'Angela stated that they would track their hours and then submit them to be approved. Wooder stated that there would be a challenged on who would be monitoring it. D'Angela felt that there is a lot of prep work for committees and commissioners, and thinks that there is some merit to the discussion of having them paid over the summer. She added that she understood the hesitation, but felt that the most productive committees this year were the ones who were preparing over the summer. Doucet felt that commissioners were a weird thing, as every year there is a wide range of quality coming from the committees, and that's the nature of any elected position. He didn't think that paying commissioners more would encourage them to do more work.
- Wolwovicz thanked everyone for a great year, and stated that he had learned a lot.

11. Adjournment and Time of Next Meeting

Time of Next Meeting:

TBD

Moved by Morrow, **seconded** by Wolwovicz that the meeting be adjourned.

In Favour: 4 Opposed: 1 Abstentions: 0
Motion Passes

Meeting adjourned @ 5:13 pm

/vs