Executive Committee

January 10, 2006

Attendance

Graham Lettner President
Mat Johnson Vice-President Academic
Samantha Power Vice-President External (arrived late)
Jason Tobias Vice-President Operations & Finance
Justin Kehoe Vice-President Student Life
Catherine van de Braak E/A, Recording Secretary

Absent

Bill Smith General Manager

1. Call to Order

The meeting was called to order by LETTNER at 10:37 am

2. Approval of Agenda

TOBIAS/LETTNER MOVED THAT the agenda is approved with the following addition:
7e. Gear Week
VOTE ON MOTION 4/0/0 CARRIED

3. Approval of Minutes

JOHNSON/KEHOE MOVED THAT the January 5, 2005 minutes be approved as tabled.
VOTE ON MOTION 4/0/0 CARRIED

4. Items of Business

a. Review of Staff Letter

Lettner tabled draft of letter that will be sent to senior managers regarding the task force committees that the executive will be chairing. Senior managers will then disseminate the information to relevant staff.
Minor changes were made. Lettner will complete the final draft and send it out.

b. Committee Composition

Task force committee membership was reviewed and updated.

KEHOE/TOBIAS MOVED THAT the Executive Committee approve a budgeted request of not to exceed $3350.00 for the Senior Manager Programming and Licensed Activities and Operations Manager-Venues to attend Canadian Music Week March 1-5/2006 in Toronto.
VOTE ON MOTION 4/0/0 CARRIED
d. Special Project Reserve

Power tabled a request for SPR money to cover the costs associated with the Federal election campaign. These are un-budgeted amounts.
TOBIAS/KEHOE MOVED THAT the Executive Committee approve an amount not to exceed $2500.00 from the Special Project Reserve to be used for federal election awareness campaign expenses.

VOTE ON MOTION 4/0/0 CARRIED

e. Geer Week

Johnson tabled background on Engineering Week and the challenges of the past. In order to book quad for Geer Week, ESS needs either the Dean’s approval or the SU’s. The booking form has been changed over the summer to require either of these approvals.

Suggested course of action is to support Geer Week providing that adequate documentation of events, security, insurance etc. are received and write a letter outlining concerns that the SU has with the outdoor event site booking procedure.

Concerns were raised about the lateness that the SU received this request from ESS. This should be handled better next year so that there is not this last minute rush.

JOHNSON/KEHOE MOVED THAT the Students’ Union support Geer Week by giving approval on site booking form and write a letter to the University outlining concerns with the site booking procedure.

VOTE ON MOTION 4/0/0 CARRIED

5. Committee Reports

a. VP Academic

Have had 2 meetings, the first one was to define goals the second was how to tackle the first goal. At the meeting tomorrow, will review priority list, see if there are any missing pieces.

b. VP External

Due to more students than staff on the committee it has been a challenge to meet, hopeful that first meeting will be on Friday. Will be discussing terms of reference, do they relate to what the group wants to see on campus.

c. VP Finance

Marketing: met with Dan re time lines
Website Review: meeting weekly/bi weekly as needed. Will be soliciting feedback regarding the design
Resource Allocation: substantial numbers to go through. Met with Advocacy and Programming and Entertainment, will need to meet again.
BFC: concerned about coordination, will be a challenge to get meetings
Fee’s Input: this was asked for at the last meeting. Review of previous years numbers has resulted in several schools of thought on how to proceed. Need to discuss in further detail at a later meeting.

d. VP Student Life
   On track with timelines for task force committee.

e. President
   Will be meeting tomorrow, have discussed why, developed particulars, outcomes were identified (4) will be ranking tomorrow and deciding on what are priorities.

9. Announcements

10. Adjournment
    Meeting adjourned at 11:55 am