MINUTES

EXECUTIVE COMMITTEE
April 19, 2018
1:30 pm

ATTENDANCE:

Marina Banister  President
Shane Scott  Vice President (Academic)
Robyn Paches  Vice President (Operations & Finance)
Ilya Ushakov  Vice President (Student Life)
Reed Larsen  Vice President (External)
Kristen Stoik  Executive Coordinator
Marc Dumouchel  General Manager

REGRETS:

ABSENT:

1. CALL TO ORDER
   The meeting was called to order by BANISTER at 1:31pm.

2. APPROVAL OF AGENDA
   SCOTT/USHAKOV MOVED THAT the Executive Committee approve the agenda as presented.

3. APPROVAL OF MINUTES
   SCOTT/USHAKOV MOVED THAT the Executive Committee approve the April 16 minutes as presented.

4. REVIEW OF ACTION ITEMS
   •

5. ANNOUNCEMENTS
   •

6. REPORTS
   6.1. PRESIDENT
       • Board Working Group
       • BFPC
       • APC
       • GSA Dinner
       • Sustainability Awards
   6.2. VICE PRESIDENT (OPERATIONS & FINANCE)
       • RFP Update
       • Gateway meeting
       • UPASS meeting
       • FMHT meeting
       • RATT tables update
       • Student group granting rubric
6.3. **Vice President (External)**
- Urban Planning Committee meeting
- Out-of-office Tuesday for CAUS work

6.4. **Vice President (Academic)**
- Transition meetings with University
- PLLC principal update
- Libraries OERs meeting

6.5. **Vice President (Student Life)**
- Residence Reports
- Katherine H./Andre B. meeting

6.6. **General Manager**
- Contract work
- Retreat materials

6.7. **Director of Research and Political Affairs**
- No updates

6.8. **Executive Coordinator**
- Retreat update – schedule and menu

7. **Students’ Council**

8. **Old Business**

9. **New Business**

9.1 **PA – Social Media Live Stream Rig**
- Will live with marketing
- Need to create check out system

**LarSEN/PACHES MOVED TO approve a project allocation for a Social Media Live Stream Rig not to exceed $200 as presented.**

9.2 **PA – Sub Way Finding**
- As presented

**USHAKOV/PACHES MOVED TO approve a project allocation for building way finding not to exceed $2000 as presented.**

9.3 **PA – Staff Appreciation Lunch**
- April 25 lunch, catered through L’Express

**LARSEN/SCOTT MOVED TO approve a project allocation for the Staff Appreciation Lunch not to exceed $1000 as presented.**

9.4 **PA – RATT Table Caddies**
- As presented

**LARSEN/USHAKOV MOVED TO approve a project allocation for RATT Table Caddies not to exceed $1200 as presented.**

5/0/0 CARRIED
9.5 PA – Banner Stands
   • Series of stands – mobile display with SU information on it
PACHES/USHAKOV MOVED TO approve a project allocation for banner stands not to exceed $550 as presented.  
5/0/0 CARRIED

9.6 PA – Dewey’s & RATT signage
   • External hanging lit signage for Dewey’s and LED RATT signage
PACHES/SCOTT MOVED TO approve a project allocation for Dewey’s and RATT signage not to exceed $5000 as presented.  
5/0/0 CARRIED

9.7 PA – Retreat Extra Charge
   • As presented
PACHES/LARSEN MOVED TO approve a project allocation for Retreat 2018 not to exceed $3700 as presented.  
5/0/0 CARRIED

9.8 Operating Policy Changes
   • Internal businesses first choice for expenses can be outsourced with permission from the General Manager.
   • Events alcohol serving – allow contractors and outsourcing to people with ProServe
USHAKOV/PACHES MOVED TO approve changes to 2.15 and 5.4 of the Operating Policy as presented.  
5/0/0 CARRIED

9.9 Political Code of Conduct
   • Political policy from council to complement this should be recommended to be done by the 2018-19 council
   • Needs to come back to Exec for Operating Policy approval
SCOTT/USHAKOV MOVED TO approve the Political Code of Conduct as presented.  
5/0/0 CARRIED

9.10 Executive Social Media Guidelines
   • Would like to see this reflected in Operating Policy in the future
SCOTT/LARSEN MOVED TO approve the Executive Social Media Guidelines as presented.  
5/0/0 CARRIED

9.11 Employee Social Media Guidelines
   • Needs to come back to Exec for Operating Policy approval
USHAKOV/PACHES MOVED TO approve the Employee Social Media Policy as presented.  
5/0/0 CARRIED

9.12 Sponsorship Committee Terms of Reference
   • As presented
LARSEN/SCOTT MOVED TO approve the Sponsorship Committee Terms of Reference as presented.  
5/0/0 CARRIED

10. Discussion Period
10.1 Space Planning Project
• Want to bring on a graduate student for the summer for space planning in the building including surveys, research, floor plans, and a final report
• Executive is supportive of the General Manager pursuing this project

10.2 BOARD WORKING GROUP UPDATE
• Board hiring Deans proposed change
• Registrar’s ability over fees
• BLDC and BURC committee changes proposed

10.3 OUTGOING INVOLVEMENT AT RETREAT
• Would like full participation from the outgoings throughout the sessions during out-going days

11. ASSIGNMENT OF ACTION ITEMS

12. CLOSED SESSION

13. ADJOURNMENT Meeting adjourned at 2:45 pm.