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Executive Meeting Minutes

Date: Oct 30, 2023

Present: Alexandra, Chris, Tara, Owen

Regrets:

Absent:

Chair: Owen

Secretary: Tara

Owen calls the meeting to order at 12:14pm

Owen begins the meeting by recognizing we are situated on unceded and unsurrendered Mi’kmaq territory, which is covered under the Peace and Friendship Treaties since 1725. It is our responsibility to understand our relationship with the land as stewards, arrivants, and settlers.

Agenda: Chris motions to approve the agenda, Alexandra seconds, unanimous. Motion passed

Minutes: Alexandra motions to approve the last meetings, Chris seconds, unanimous. Motion passed

Signatures:

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Exec Member Resource Coordinator

**Reports**

**Alexandra**

* Attended an alumni meetup
* Got an SUOCAD contact
* Kept track of emails

**Chris**

* Updated Poster
* Spoke to Students interested in Running for SUNSCAD
* Started to clean other office
* Did Office hours

**Discuss Banked Hours**

* Discussion occurred regarding clearing up banked hours and having a time in the meetings to review everyone’s carry forward hours. As well as to maybe have a cap on the carry forward hours. We should also look at having people doing office hours at the school again.
* Want to have this a continuing discussion and take into account updating the bylaws and sending them to the Joint Stock Registry for approval.

**Discuss Financial Reporting**

* Wants to reiterate the importance of discussing where we actually are,

Ex. Carry forward hours

* Still waiting for a financial review to come back from the financial advisors

**Jobs & Website & Handbook/Agenda**

* We should look at updating the job descriptions on the website
* Look at maybe doing the Handbooks again in the spring and look at what other universities are doing to give us inspiration
* We still do have the previous drafts so this might be an easier thing to do than one would think.
* We should look at having a handbook for just the exec to help them
* Look at different printing options as what we would be doing would be a bulk buy.
* Discussed the actual info we would like to have in it as well as the NSCAD resources we might be able to use along with external print option like Staples.
* Discussed ideas about size etc…
* Chris will research some prices and get back to us next week

**Senate Research Committee**

* Always occurs on Tues between 12-1. Alexandra will not be able to go to this meeting and is hoping Chris will be able to attend. The next meeting will be Nov 7th 12-1. Chris is unable to attend, so Alexandra will contact them and send her regrets.
* We will have a new exec take this on after our election is done

**SUOCAD**

* The Resource Coordinator at OCAD graduated from NSCAD and also graduated from the same high school as alexandra. Alexandra is thinking of putting together a list of resources that exec would be able to easily use instead of bugging Tara
* In the past SUNSCAD was in contact with OCAD regarding OCAD’S concerns with the Mindful Campus Initiative and how that money was being spent

**Poster Designer Honorarium**

* Chris has contacted Julian twice and hasn’t heard back from them regarding getting the original poster to make changes. They are a very busy individual!
* Chris motions to pay Julian $100 honorarium for designing 2 election posters, Alexandra seconds, unanimous motion passed.

**Announcements**

* Tara is taking Thur off sick because she has to euthanize her dog.

Owen motions to adjourn the meeting, Chris seconds. Meeting adjourned at 1:02pm