



Executive Meeting Minutes 2019

Date: March 20th 2019

Present: Cassidy, Fern, Peri, Isa

Regrets:

Chair: Cassidy

Secretary: Fern

Call to order 1:16PM.

Kassidy begins the meeting by recognizing we are on unceded and unsurrendered Mi'kmaq territory. The Mi'kmaq people are hosting us on this land.

Peri motions to approve the agenda. Fern seconds.

Fern motions to approve the minutes. Peri seconds.

Signatures:

President

Resource Coordinator

Executives

Kassidy Bernard, She/Her // President

Edits as students confirm or change details of their submissions and layout, Elections: poster design, communicating with CRO, FUNSCAD HQ: cleaned up our office supplies, cleaned food bank and stocked it with remaining food from the headquarters

Fern Pellerin, They/Them // VP Cultural

cultural@sunscad.org // Sexual Violence Policy Demands Co-Chair

General Free Coffee work, minutes for meetings, sponsorship letter

Peri McFarlane, She/Her // VP Finance

finance@sunscad.org // Internal

Met with students about various strike concerns at a variety of times/spaces, Strike activities, Met with Sharon VP finance of the school, Met with FUNSCAD, Three Exec meetings, UCC Meeting, Presidential Search Committee, Prepared budget for next year

Isa Wright, She/Her or They/Them // VP Academic

academic@sunscad.org // Academic Chair, Sexual Violence Policy Demands Co-Chair

Bylaw revision, CFS organizing meeting , emails with students

GENERAL DISCUSSION

HANDBOOK COVER CONTEST

Peri mentions we need people to submit handbook covers. Kassidy asks what SUNSCAD wants on the cover, assuming Tara has the dimensions of the cover.

Peri says we don't really need anything other than the normal things like year, etc.

Kassidy wonders if it is a contest or not.

Kassidy wonders if we should update the guidelines and have it be a proposal rather than a contest.

Peri asks do we have the time to be going over that right now.

Peri states there will be a proposal, then we will have to choose, then wait for a design. Peri says it should be the students choice despite not liking competitions.

Fern states they would rather have people submit final designs and have the student body vote on what design they like. If there are things that need to be changed, we can contact the student to fix whatever needs to be changed and go from there.

Kassidy states we should have a contest where only NSCAD students can submit and vote on the design. Peri, Isa and Fern agree.

Peri believes that it is purchasing the rights to that image. If that is the case, Peri would like to be amended that we are purchasing the image for the cover, not the indefinite use of the image.

Kassidy motions for a call out.
Everyone is in favour.
Motion passes.

FREE COFFEE

Peri states we need fundraising events. Peri states we pay with a collection of cheques.
Sometimes they are paid in cash.

Peri got the number from Terry Wade. There are 819 students enrolled at NSCAD including folks from other schools enrolled in NSCAD classes. Peri thinks we should still have 1,000 copies in our quote for Halcraft.

We have a surplus in our budget currently, but Peri still thinks we should fundraise to bring awareness to Free Coffee.

Internal is meeting later this week to come up with fundraising events.

All we need left is the cover and the dedication to Sandra Alföldy from Marlene Ramos.
Peri states we need to finalize an idea for the cover. We will wait for the Free Coffee committee to confirm a final idea.

AGM

Peri has the budget to propose at the AGM. Elections are underway. We are going to have to order pizza for the AGM.

We need to reach out to the heads of clubs and collectives to get their reports ready for the AGM.

Kassidy is thinking of having it April 1st 4:30PM - 6:30PM.

Peri and Fern state that this time isn't ideal and we will both be late if that is the case. If it is 5:15PM-7:15PM, it will be much more ideal.

Kassidy states this is fine but we have to be concise. We know it usually goes over 2 hours but if we discuss with Tara regarding what usually takes the most time.

General discussion regarding the agenda for AGM.

TRANSITION DOCUMENT / TRAINING

Kassidy states we should find a time to meet and discuss our transition documents and training for future exec. We should have drafts ready and compare our notes. These transition documents can also act as our reports for the AGM.

We have agreed that March 31st 11:00AM at our office.

HEALTH PLAN

Peri says we have gotten an email and nothing has changed. If we want a quote in time we are going to have to have the changes in today or tomorrow. Peri thinks the health plan works for her life but would like more input in case we do need to change anything. We have paid a lot in psychology fees, but they are not changing that.

Kassidy says should we bring this to council or post it on our website.

Peri says our current health plan is available through the green shield website. If we put a link on our social media people can access it.

FINANCE REPORT AND PROPOSED BUDGET FOR NEXT YEAR

Peri shares the SUNSCAD Approved Operating Budget to SUNSCAD.

General discussion.

Peri and Tara have decided to raise the budget for accounting and auditing from 4,000 to 4,200.

CFS fees we can't change but we have made the assumption that it is going to go up because student enrollment has gone up. We have an estimate of 16,000.

We are increasing conferences with the assumption of what we think CFS is going to cover. We would like it to be 5,000 instead of 4,000.

Food Bank we have budgeted 250 and we have spent 180. We are suggesting 200 instead of 250.

We are suggesting 100 instead of 250 for courier.

Honorarium we are wanting to increase it to 3,000 instead of 2,000. We would like to put more money into students if we have that ability.

We have spent over 3,000 in insurance. Peri wants to go back to our previous insurance which was 1,739. This was the 2017/2018 insurance budget. We have the room to continue going with

what we've had, but no one is utilizing the space. Peri thinks we should leave this idea for next year so it gives us a chance to discuss more.

Pizza increased to 400.

We reduced the office budget from 2,850 to 2,000.

Free Coffee is staying where it is with the help of fundraising and advocating.
Orientation increased to 3,500.

Clubs and Societies is being raised to 1,500 from 1,000.

The expected budget is 135,285 including CFS fees.

Peri would like to keep our surplus for next year so we don't have to shuffle money around that doesn't involve us.

IN CAMERA

Fern motions to go in camera.

Isa motions to go out of camera.

Peri motions to adjourn.

Meeting adjourned at 2:36PM.