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EXECUTIVE MEETING - DATE

Location: LSA Office 12-1pm

Attendees: Olive, Mason, Rider, Shina, Stephen, Rory, Hamza, Alanna, Chris, Josh, Patrick, Amy, Grayson

Regrets:

Meeting called to order by Olive at 12:01.

EXECUTIVE UPDATES

Time: # minutes

Description:

* Priority 1: VP Governance:
	+ Executive Social - Currently, we are eating nothing - [link](https://docs.google.com/spreadsheets/d/1kT-JEpksST7XDsTXfYxwlsNmsUJoHeowvELBl2Nkme0/edit?usp=sharing)
	+ Financial Policy Changes (addition of formalized approvals for contracts) - discussion around types of purchases/contracts we are entering
		- Focus on diversions from budget, or approving specific numbers for venue rentals
	+ Succession planning
		- Olive’s note re Independent Research Paper
* Priority 2: VP Sports & Wellness
	+ Wellness Survey Summary
		- [WELLNESS SURVEY SUMMARY & REPORT](https://docs.google.com/document/d/1Wss6ltAs7JU1g5gfxDWO8Ij8i5G44cmsfJq_c2S90VI/edit?usp=sharing)
			* Highlights: barriers include time, burnout is a big issue and one we could assist with)
			* Alanna flagged shortened/flexible arrival events (e.g. student services snack table)
			* Feedback: things like fall reading week used to be impossible so we shouldn’t dismiss our ability to do more.
				+ Coordinate with ILSA & WILF.
	+ Wellness packages next week (flag to Ama Aidoo, Emma Stirling, and Megan Reti)
* ILSA Rep:
	+ Little Update for events?
	+ Thursday lecture: 2pm-5pm about residential school denialism (lecture at 3 and some snacks and things) in the Fine Arts Building (FAB 2-20)
* VP Academic:
	+ Trophy (being borrowed for Law Show; will be returned)
* VP Community:
	+ Grant update
		- Grants open again Friday January 19, 2024
		- Flagged this to student groups but didn’t have a ton of response so will promote to FB as well.
		- Director Position opened!
* VP Events:
	+ Carbolic Update/lessons learned
		- Carbolic sales reopened; only 4 people didn’t repurchase (email updates sent out to remind for folks to repurchase).
		- Creating document to pass off Carbolic planning to successor especially with more clarity regarding budgeting.
		- Tables plan: going to close on the 26th (will do final push for plus ones).
* VP Finance:
	+ Cashflow check in (anyone have expenses they anticipate before Feb 13?)
		- Olive flag: $15 cheque owed to Steve re start of year initiative related to Pre-O coffee
		- 1Ls to book dodgeball event
		- Sports to book ice $300 estimate
	+ Audit update - we win | LSA: 1- SU: 0 (wahooo!!!)
	+ Business license renewal ($230)
	+ Do I need to prepare numbers for another general meeting? Yes, in mid-March
	+ Cheques expire after 6 months. Please get people to collect their money.
	+ Next round of grants. Please actually track when cheques are collected and by who.
	+ Please be prompt on your reimbursements, I got some people claiming for expenses realized in September, which is wack for audit (/remind intramural teams to request money on time).
	+ Futsal one last thing to ask pls; last semester there was confusion around this.
		- NO MONEY FOR THEM
* Cohort Reps: Patrick has to ask about plaques; Cohort Cupdate: Dodgeball tournament probably on February 18.
	+ Met with Kirsten (Grad Committee) and they’re wondering about awards.
* Office hours
	+ Thursday (tomorrow): Olive
	+ Tuesday (next week): Shina

Olive called meeting at 12:47.

Action Item(s) from LAST meetings:

| Task | Done? |
| --- | --- |
| Olive & Stephen to sign cheques at end of meeting |  |
| Stephen to ask Nina to be on Tevie Miller Committee | Yes |
| Alanna/Hamza to reset Carbolic Sales | Yes |
| Alanna/Hamza/Stephen/Bensler to set-up a messaging document for reset Carbolic Sales | Yes |
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Action Item(s) from this meetings:

| Task | Done? |
| --- | --- |
| Rory to circulate results of Wellness Survey |  |
| Stephen to bring forward FInancial Policy |  |
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Meeting adjourned by Olive at ##:##.

OTHER

Time: ~

Description: Any other discussion items.

Action Item(s):