



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

Meeting Minutes

1. ATTENDANCE 3

2. SUMMARY OF MOTIONS 4

3. PROCEDURES 5

- 3.1. Opening of the meeting 5
- 3.2. Appointment of the Chair 5
- 3.3. Appointment of the Secretary 5
- 3.4. Approval of the Agenda 5
- 3.5. Approval of Previous BOD's Minutes
N/A 6

4. EXTERNAL PRESENTATIONS 6

- 4.1. SAE Budget Presentation 6
- 4.2 Space Concordia's Budget 6

5. RETURNING BUSINESS 6

- 5.1 N/A 6

6. NEW BUSINESS 6

- 6.1. Space Concordia: Extra bank account 6
- 6.2 Adding an honorarium for the webmaster 7
- 6.2 Adding an honorarium for the webmaster 7
- 6.2 Appointment of the Secretary of the Association - Haya Hakim 7
- 6.2 Renaming Gina Cody Entrepreneurship Society to Gina Cody School Entrepreneurship Society 7
- 6.2 Gina Cody School Entrepreneurship Society - New Society Committee 7
- 6.2 Amendment to the Policy Committee Policy 8
- 6.2 Presentation of the frosh budget 8
- 6.2 Clarifying crash course rate 8
- 6.2 Appointment of the Director of Finance - Sabari Krishna Orakkan 8
- 6.2 Presentation of the Women In Engineering Budget 8

7. ANNOUNCEMENTS & VERBAL REPORTS 9



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

This board of directors meeting is called to order at 8:39 pm on July 12/ 2021

1. ATTENDANCE

Name	Role	Present
Donya Meshgin	Chairperson of the board	X
Kayla Charky	President & Secretary of the board	X
Kimiya Derakhshani	Vice-President of Internal Affairs	X
Remi Jonathan Choquette	Vice-President of Financial Affairs	X
Mason Morrill	Vice-President of External Affairs	X
Sierra Campbell	Vice-President of Academic Affairs	X
Erman Akman	Vice-President of Sports and Competitions	X
Sabrina Dubreuil	Vice-President of Marketing & Communications	X
Bryan Catudal	Vice-President of Social Affairs	X
Elsa	Building, Civil and Environmental Engineering (BCEE) Representative	X
Aimee	Computer Science & Software Engineering (CSSE) Representative	X
Rinad	Electrical & Computer Engineering (ECE) Representative	X
Joan	Mechanical & Industrial Engineering (MIE) Representative	X
Hamza	Independent Representative 1	X
Marina	Independent Rep 2	X
Sevag Kaspar	SAE	X
Phillippe Larouche	SAE	X
Nicholas Dalkiriadis	SAE	X
Alexa Del Paggio	SAE	X



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

2. SUMMARY OF MOTIONS

Motion	Motion	Results
20210712-01	Motion by Kim, seconded by Rémi, to table the approval of the two previous BOD minutes.	is passed in unanimity
20210712-02	Motion by Kim, seconded by Kayla, to approve the SAE Interim Budget.	is passed in unanimity
20210712-03	Motion by Rinad, seconded by Sierra, to table the Space budget.	is passed in unanimity
20210712-04	Motion by Kayla seconded by Marina, to have Space Concordia provide the ECA with Official bank statements and a balance sheet of financial assets provided by the bank as well as a complete inventory list.	is passed in unanimity
20210712-05	Motion by Kayla seconded by marina, to ask the President VP finance and owners of account of Space Concordia to the next BOD meeting to discuss the situation of the opened bank accounts.	is passed in unanimity
20210712-06	Motion by Kim seconded by Erman, to add a 500\$ Honorarium to the webmaster.	is passed in unanimity
20210712-07	Kayla motioned by Kim to appoint Haya Hakim as the Secretary of the association.	is passed in unanimity
20210712-08	Motion by Kayla seconded by Joan, to change the name of the GCES to the Gina Cody School Entrepreneurship society.	is passed in unanimity
20210712-09	Motions by Kayla seconded by Kim, amendment to the Policy Committee Policy	is passed in unanimity



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

20210712-10	motions by Kayla seconded by Rinad to approve the frosh budget.	is passed in unanimity
20210712-11	Motion by Sierra seconded by Marina to amend motion 0210616-11 to include that the honorarium be 200\$ “for a 3-hour crash course. Should the crash course be longer or shorter, the amount should be adjusted proportionally	is passed in unanimity
20210712-12	Motions by Rémi seconded by Rinad to appoint Sabari Krishna Orakkan as the Associate Director of Financial Affairs.	is passed in unanimity
20210712-13	Motion Remi seconded by Kim to approve WIE’s interim Budget.	is passed in unanimity



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

3. PROCEDURES

3.1. Opening of the meeting

Meeting opened at 8:39 PM

3.2. Appointment of the Chair

Motions by Erman, seconded by Kim, to appoint Donya as chair for this meeting of the Board of Directors.

Passed in unanimity

3.3. Appointment of the Secretary

Motions by Kim, seconded by Erman, to appoint Kayla Charky as secretary for this meeting of the Board of Directors.

Passed in unanimity

3.4. Approval of the Agenda

Motions by Kayla, seconded by Kim, to add the presentation of the Women In Engineering interim budget to the meeting agenda.

Passed in unanimity

3.5. Approval of Previous BOD's Minutes

Kayla: I would like to say that there are the two Bod previous minutes because the last one was an emergency BOD held like a few days after because we do not have a secretary it took a little longer therefore, I amended to be a motion to approve the two previous bod minutes.



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

Sierra: Were the previous minute ever shared with the BOD on slake because I do not remember seeing them so not sure how we can approve something if we have not.

Donya: I will answer that there was an email that was sent from ECA secretary, and they gave the minute of June 16 and I do have the one which Kayla did the emergency one.

Kim: Basically, we do not have it in the chat, but we received it by email on 26 June from the secretary.

20210712-01 Motion by Kim, seconded by Rémi, to table the approval of the two previous BOD minutes.

Passed in unanimity

4. EXTERNAL PRESENTATIONS

4.1. SAE Budget Presentation

Rémi: Did the Board have any questions regarding the Baja budget?

Kayla: I think Kim had asked about the power supply line of 5000\$.

Rémi: Yes, there was a question regarding the 5.000\$ section regarding power supply. I remember there is an issue in the number if SAE wants to answer it correctly.

Savage: actually buying power supply will cost 3,000\$, and order to do the test on the electrical directly, they are working to close to the director lay who is the prof in the electrical engineering department so that being said her lab or during the test there not have this power supply, the power supply need to be very unique and high quality that you cant find in typical power supply and that why it expensive because it is very specialised equipment.

Kayla: So, is it for the renting of the power supply to be supervised by the professor?

Sevag: Yes exactly, with the professor's supervision.

Leandre: Certain material will be in the Cage, but the rentals will be in the cage but will be brought to the lab for testing.

Sevag: Would you have any other questions

Kim: Would the competition line be in the design team fee levy?



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

Rémi: The design team fee levy is only starting to be collected in the fall

Kayla: What is the Competitions line for? When is the competition?

Phillippe: It happened in the Summer already for operational costs of the competition. The plan is each of the five universities will put 2.000\$ would be used to rent tables, chairs, stand, generator, gifts and lunch. It ended up being a little less expensive than 2000\$, instead closer to 300-400\$. Rémi: Please explain the Wires line.

Leandre: We estimate 1500k for high voltage wires. And then 500 for grounded low voltage wires.

Kim: I see that there is a sponsorship line for 6k, what do you plan on doing with that?

Phillippe: That was planned for the whole year

Kayla seconded by Kim motion to close the session.

20210712-02: Motions Kim, seconded by Kayla, motions to approve the SAE Interim Budget.

Passed in unanimity

4.2 Space Concordia's Budget

20210712-03: Motions Rinad seconded by Sierra, to table the Space budget.

Remi seconded by Kim motion to open the session.

Remi: We looked over the SAE and Space Budget. The board was satisfied with the answers to their questions. For Space, we need more clarifications from a space

5. RETURNING BUSINESS

5.1 N/A

6. NEW BUSINESS



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

6.1. Space Concordia: Extra bank account

Kayla seconded by Kim motions to close the session.

Kayla seconded by Kim Motions to open the session.

20210712-04: Motion by Kayla seconded by Marina, to have Space Concordia provide the ECA with Official bank statements and a balance sheet of financial assets provided by the bank as well as a complete inventory list.

passed in unanimity

Kim: Make sure that Ruben, Oleg, Space VP Finance and Brandon are present at the meeting.

20210712-05: Motion by Kayla seconded by Marina, Motion to ask the President VP finance and owners of account of Space Concordia to the next BOD meeting in order to discuss the situation of the opened bank accounts.

passed in unanimity

6.2 Adding an honorarium for the webmaster

Kim: The webmaster's job is very professional and complex. I would like to add a 500\$ honorarium for him.

20210712-06: Motion by Kim seconded by Erman, to add a 500\$ Honorarium to the webmaster.

Passed in unanimity

6.3 Appointment of the Secretary of the Association - Haya Hakim

Kayla: She is a spoken person and I would like to motion to appoint Haya as a secretary of the association.

20210712-07: Kayla motioned by Kim to appoint Haya Hakim as the Secretary of the association.



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada
Passed in unanimity

6.4 Renaming Gina Cody Entrepreneurship Society to Gina Cody School Entrepreneurship Society

Kayla: Basically gina cody likes that her name refers to gina cody school in the context of the concordia so the society just ask me to affecialized it by approving from the BOD.

20210712-08: Motion by Kayla seconded by Joan, to change the name of the GCES to the Gina Cody School Entrepreneurship society.

passed in unanimity

6.5 Gina Cody School Entrepreneurship Society - New Society Committee

Kayla: I would like to notify the BOD that I will call an emergency council meeting to appoint the new society committee to be able to create reports that we can approve this society as an official society that can receive a budget or something like that.

6.6 Amendment to the Policy Committee Policy

Kayla: I want to add a revision history part to find when recruitment of students should be. just to clereving that before the president should start the application process.

20210712-09: Motions Kayla seconded by Kim, amendment to the Policy Committee Policy

passed in unanimously

6.7 Presentation of the frosh budget

Remi: increase the frosh budget for two resionse, there will be more students because we are extending the offer for first and second year.



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

20210712-10: Motions Kayla seconded by Rinad to approve the frosh budget.

passed unanimously

6.8 Clarifying crash course rate

Sierra: Originally in our BOD when we passed the motion increasing the crash course honorarium (0210616-11). We would just like to clarify this rate is for a 3-hour crash course.

20210712-11: Motions Sierra seconded by Marina to amend 0210616-11 to include that the honorarium be 200\$ "for a 3-hour crash course. Should the crash course be longer or shorter, the amount should be adjusted proportionally."

passed unanimously

6.9 Appointment of the Director of Finance - Sabari Krishna Orakkan

Remi: Krishna was interviewed a while back while recruiting for reps. As I got more comfortable with my role, I realised that I might like to have a director.

They seemed interested in helping out with my day-to-day task. None of the duties as signatory

20210712-12: Motions Rémi seconded by Rinad motions to appoint Sabari Krishna Orakkan as the Associate Director of Financial Affairs.

passed unanimously

6.10 Presentation of the Women In Engineering Budget

Kayla seconded by Erman to close the session.

Remi seconded by Kim motion to approve WIE's interim Budget.

Remi seconded by Kim motions to open the session.



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada

20210712-13: Motion Remi seconded by Kim motion to approve Women In Engineering's interim Budget.

passed unanimously

7. ANNOUNCEMENTS & VERBAL REPORTS

Aimee: Tried to reach out to professors about exam banks. I have received some negative responses from them.

Erman: Waiting on CSU for Concordia's Got talent. Recruitment for Troitsky is still ongoing. I will be in contact with

Kim: If societies are not registered, they cannot use their summer budgets.

Rémi: We placed orders for frosh swag. The direct payment request form and reimbursement forms are being remade.

Rinad: Exam bank requests have been. Potential collab with IEEE for academic's department

Sabrina: Frosh Swag!

Sev: Lots of meetings with faculty advisors. More emphasis on autonomous vehicle projects.

Sierra: Lots going on.

Department orientations for frosh will happen on sept 7th and 8th. There will be 2 per day.

There will be an Engineering 101 series of 6 info sessions to improve academics at Concordia. Some themes include engineering resilience, grad school, breaking the glass series, etc. Looking to push the school into reinstating course evaluations. CSU Towne Hall.

Donya: Got my 2nd vaccine!!!

Erman, seconded by Kim, motions to adjourn the meeting.

Meeting adjourned at 11:00 PM



Board of Directors Meeting

Wednesday, July 12th, 2021

Google Meet, Concordia University, Montreal, Canada