



Board of Directors Meeting

Tuesday, June 7th, 2022

Google Meet, Concordia University, Montreal, Canada

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1. ATTENDANCE

Name	Role	Present
<i>Mohammed Saaim</i>	Chairperson of the Board	x
Ahmad Obeid	Secretary to the Board	x
Sierra Campbell	President	x
Elsa Younes	Vice-President of Internal Affairs	x
Remi Jonathan Choquette	Vice-President of Financial Affairs	x
Zoe Mitchell	Vice-President of External Affairs	x
Tharushi Rathnayaka	Vice-President of Academic Affairs	x
Esinti Baskak	Vice-President of Sports and Competitions	x
Sabrina Dubreuil	Vice-President of Marketing & Communications	x
Chloe Law	Vice-President of Social Affairs	x
Maria Amezquita	Building, Civil and Environmental Engineering (BCEE) Representative	x
Doan Gia Huy Vu	Computer Science & Software Engineering (CSSE) Representative	x
Seif Bedair	Electrical & Computer Engineering (ECE) Representative	x
Mert Kaan Kaseler	Mechanical & Industrial Engineering (MIE) Representative	x
Fadi Hussain	Independent Representative	x
Marina Ghali	Independent Representative	x
Kayla Charky	Sage	x
Erman Akman	Sage	x



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2. SUMMARY OF MOTIONS

Motion	Motion	Result
20220607-01	Erman, seconded by Sierra, motions to approve Saaam as chairman for this meeting of the Board of Directors.	Passed in unanimity
20220607-02	Seif, seconded by Remi, motions to approve Ahmad as secretary for this meeting of the Board of Directors.	Passed in unanimity
20220607-03	Marina, seconded by Zoe, motions to approve the agenda.	Passed in unanimity
20220607-04	Remi, seconded by Chloe, motions to approve the previous BOD's minutes.	Passed in unanimity
20220607-05	Zoe, seconded by Remi, motions to approve Hannah as Director External - Internal	Passed in unanimity
20220607-06	Sierra, seconded by Erman, motions to approve Camille as Director Marketing	Passed in unanimity
20220607-07	Tharushi, seconded by Esinti, motions to approve Chandi-Kaur Sahota as Director of Academics	Passed in unanimity
20220607-08	Esinti, seconded by Seif, motions to approve Gloria Anastasopoulos as Director of CQI	Passed in unanimity
20220607-09	Esinti, seconded by Erman, motions to approve Aarthi Poopalasingam as Director of Troitsky	Passed in unanimity
20220607-10	Remi, seconded by Kayla, Motion to vote rejection of the mandate report and transition of Mason Morrill	Passed by vote



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20220607-11	Sierra, seconded by Seif, motions to approve the mandate report and transition of Kayla Charky, Chloe Law, Erman Akman, Kimiya Derakhshani, Rémi Jonathan Choquette, Sabrina Dubreuil, Sierra Campbell, Aimee Nduwumwe, Elsa Younes, Joan Afif, Rinad Saleh, Hamza Kanchwala, and Marina Ghali	Passed in unanimity
20220607-12	Remi, seconded by Erman, motions to readjust the board of directors honorarium rate.	Passed in unanimity
20220607-13	Remi, seconded by Erman, motions to approve pride event budget	Passed in unanimity
20220607-14	Remi, seconded by Esinti, motions to pass the Member Association Picnic Budget budget	Passed in unanimity
20220607-15	Remi, seconded by Erman, motions to table the Frosh Budget budget	Passed in unanimity
20220607-16	Esinti, seconded by Sabrina, motions to approve engweek committee policy	Passed in unanimity
20220607-17	Esinti , seconded by seif, motions to approve the KGP Concordia Delegation Budget Proposal	Passed in unanimity



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3. PROCEDURES

3.1. Opening of the meeting

Meeting opened at 6:05PM

3.2. Approval of the Chair

Erman, seconded by Sierra, motions to approve Saaim as chairman for this meeting of the Board of Directors.

Motion 20220607-01 is passed in unanimity

3.3. Approval of the Secretary

Seif, seconded by Remi, motions to approve Ahmad as secretary for this meeting of the Board of Directors.

Motion 20220607-02 is passed in unanimity

3.4. Approval of the Agenda

Marina, seconded by Zoe, motions to approve the agenda.

Motion 20220607-03 is passed in unanimity

3.5. Approval of Previous BOD's Minutes

Remi, seconded by Chloe, motions to approve the previous BOD's minutes.

Motion 20220607-04 is passed in unanimity



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4. EXTERNAL PRESENTATIONS

4.1 Approve Hannah Ramasawmy as Director External - Internal

Zoe: So she was recommended to me by Faiqa (my other director) and I have worked with her in an online lab before. She communicates well and I know she's reliable. A big asset I was looking for was for my director to be able to speak French, and she does. We had a meeting and she was interested and so I thought she would be a good fit.

Zoe, seconded by Remi, motions to approve Hannah as Director External - Internal

Motion 20220607-05 is passed in unanimity

4.2 Approve Camille Granade as Director Marketing

Sierra: He helped Sabrina a lot last year with social media posts and he knew how to work around, I think sabrina would like to have him again.

Sierra, seconded by Erman, motions to approve Camille as Director Marketing

Motion 20220607-06 is passed in unanimity

4.3 Approve Chandi-Kaur Sahota as Director Academics

Tharushi: We interviewed her and she seems like a great fit because she's aware of iron ring and she has been to troitsky in person so would be an asset to have her in our team

Tharushi, seconded by Esinti, motions to approve Chandi-Kaur Sahota as Director of Academics

Motion 20220607-07 is passed in unanimity

4.4 Approve Gloria Anastasopoulos as Director of CQI

Esinti : We had an interview with her and she was interested, I think Gloria would be a great fit for this position. She was really interested in competitions and was a great help last time so I motion to approve her.



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Esinti, seconded by Seif, motions to approve Gloria Anastasopoulos as Director of CQI

Motion 20220607-08 is passed in unanimity

4.5 Approve Aarthi Poopalasingam as Director of Troitsky

Esinti: I chose Aarthi because she has competition planning experience at ENGCOMM. She was the director of academics so she worked on the case study as well as communication with judges. Thus, I thought that she can bring a new competitive perspective to the team.

Esinti, seconded by Erman, motions to approve Aarthi Poopalasingam as Director of Troitsky

Motion 20220607-09 is passed in unanimity

5. RETURNING BUSINESS

5.1 Approval of Previous Mandates

Sierra: So, everyone should take the time to read them, I guess mainly if you feel like you still are not ready you should express that through it. Hamza sent a new mandate report so there are some adjustments there. So, if you have issues with the person please voice this now.

Remi: I want to know if someone did not complete their mandate report as far as we know.

Zoe: I would like to reject Mason's transition

A vote was requested

Kayla: We are voting to if Mason did a bad or good job in transitioning Zoe

7 for, 3 against, and 4 abstain

Sierra abstained



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Motion has been passed by voting

Remi, seconded by Kayla, Motion to vote rejection of the mandate report and transition of Mason Morrill

Motion 20220607-10 is passed by majority

Sierra: i would like to motion the approval of the mandate report and transition of Kayla Charky, Chloe Law, Erman Akman, Kimiya Derakhshani, Rémi Jonathan Choquette, Sabrina Dubreuil, Sierra Campbell, Aimee Nduwumwe, Elsa Younes, Joan Afif, Rinad Saleh, Hamza Kanchwala, and Marina Ghali

Sierra, seconded by Seif, motions to approve the mandate report and transition of Kayla Charky, Chloe Law, Erman Akman, Kimiya Derakhshani, Rémi Jonathan Choquette, Sabrina Dubreuil, Sierra Campbell, Aimee Nduwumwe, Elsa Younes, Joan Afif, Rinad Saleh, Hamza Kanchwala, and Marina Ghali

Motion 20220607-11 is passed in unanimity

6. NEW BUSINESS

6.1 Honorariums for 2020-2021 Mandate

Remi: The previous amounts for honorariums given to executives were approximately 1k dollars, representatives 400, independent representatives 300, chair and secretary both get 300, sage 400. The revised amounts to equate closer to where our organizations had would be 2750 for executives, 1100 for representative, 825 for independent reps, same thing for chair and secretary, and 1.1k for sages. So that represents a scale of 2.75 and I just included what that means in total expenses for ECA is \$31,900 at the end of the year and I will also propose a 5% yearly increase. So, these will be the amounts that could be rounded off by the next board, but that will be the proposed honorariums proposed for the 2021 year and following.

Erman: So, if you're increasing part of the budget will the total also increase?



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Remi: Well, by knowing this amount they can now allow us to better structure our budgets to fit it. Also, the way that the budget was structured last year did have a lot of increases for a lot of events because of COVID and so by readjusting them for more appropriate prices since we're not trying to make up for those COVID years, it would regulate itself. The finance department does want to work on trying to increase the fee levy and add new ones. But so, the idea is to continue trying to increase the revenues of the ECA to make this make sense.

Sierra: Yes, I want to add to what Remi said about aligning our honorariums better with our sister associations. So, AFSA executives currently get \$1500 a month, mind you they are a larger organization than us. So, if we're comparing ourselves to CASA which is more similar in size to our faculty, their president is around 2.5k and their VPs are around 2k so considering the events that we host I think this is a much more reasonable spread than previous years. The policy committee is working on putting this in formal writing.

Remi, seconded by Erman, motions to readjust the board of directors honorarium rate.

Motion 20220607-12 is passed in unanimity

6.2 ECA Pride Event Budget

Sierra: Our current executive is enthusiastic about posting a pride event. On June 29th. Here are the proposed costs for the event, total is 3600, but I don't think we should sell the tickets for this because there will be a cash bar and food available on site and that's how we can make the event successful. We will do a lot of marketing and it will be available to other faculties. Does anyone have a comment on the budget?

Erman: I remember we discussed the date of this event? I don't mind the budget.

Sierra: Yes I already contacted the venue, that's how I got the numbers, as soon as the budget is passed I'll have a contract and Sabrina has already designed all the promotions.

Kayla: What are the administration costs?

Sierra: It's standard for contracts to have admin fees, I don't know what it is.

Kayla: so, you have a venue rental and admin costs

Sierra: Yes, that's typical.

Remi: I wanted to confirm, this is just a loss for the ECA, we are not profiting off the food it just directly paying the venue right?

Sierra: The food truck is a separate rental, so if we don't need it I could remove it. I don't know exactly if there is a minimum we must meet in terms of food sales. So, this number could look different, preferably lower.



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Remi, seconded by Erman, motions to approve pride event budget

Motion 20220607-13 is passed in unanimity

6.3 Member Association Picnic Budget

Sierra: The idea of having a member association picnic came about because Zoe and I attended the Garnet Key Society student leadership conference, and several societies were there and one feedback they gave us was initiating a more fun and relaxing event where all executives of the members associations can come. So, this is the budget proposal for the picnic. There will be food, drinks, optional games, but overall, low cost. (536 CAD)

Esinti: So how many people will be expected to come?

Sierra: all executive teams, but probably less

Esinti: Would 100 be realistic?

Sierra: there will be a sign-up form for also dietary options, so we see how much of wt we buy

Erman: So, we don't know any date?

Sierra: The MA president suggested July 2 or 3.

Erman: I think 60 or 70 will come.

Sierra: BOD is also coming so that's like 30 people

Kayla: Do we want to do alcohol or not?

Sierra: No

Remi, seconded by Esinti, motions to pass the Member Association Picnic Budget budget

Motion 20220607-14 is passed in unanimity



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6.4 Frosh Budget

Chloe: So, marketing requested 25k, and I discussed it with Sabrina, and she said that's around how much we need. For O-day we may be giving frosh leaders the team budgets to decorate their stuff and for food. For O-day marketing, last year we spent around 30k so that's how I dissected it. Eng challenge, Esinti requested 500 for the challenge just so there is enough for whatever the society tries to do. sports day we requested money for food and drinks, but I don't understand why they wanted 1k to be exact.

Remi: I'm just looking at this budget and it's high, normally it's 60k on Frosh. I know we did like a 20k increase to make up for the COVID year. and I'm looking at WIE beach and it's way more expensive than last year, same for DUSTED. You are requesting 98k just for Fall Frosh.

Chloe: So, like I said, beach club that's definite, pub crawl could probably go down to 4k, sports day I would put it at 500 bucks for water and snacks, department orientation last year we had 400-dollar gift cards do we still want to go with them or? Wine and cheese were high last year because we got wine, it was around 4k or 5k. Lizard Lounge, I don't know why there was a 150 projected from last year so it can be removed. Dusted could probably be 1k. After parties do not need a budget to be honest.

Erman: I want to confirm everything so we don't suddenly have 0 dollars to frosh, for the Eng challenge you guys said the same thing last year as well but I think 300 is more than enough but you can use 500. Anyway, about dusted, I think we need to go to the venues because we need to confirm the numbers.

Esinti: The reason why I said \$500 for the budget is because it wasn't like that in the email. I was just guessing that it would be that much in the proposal. If you like you can change anything though at the end of the day it's going to be around what I was just proposing.

Sierra: How many students are we anticipating because that affects the total cost of the ECA.

Remi: What we're looking at is just the fixed cost for the ECA without revenue, I don't know if Chloe can say more.

Chloe: Yes, this is just a general budget I took from last year. Considering last year, we spent 25k, so I feel like we could lower this a lot. Remove after parties, and for wine and cheese we could secure some sponsorships and whatnot, looking at the past, it was usually around 3k. It really depends on what dusted would require and it will lower our total by a lot. Our bundle tickets last year were 130 CAD so I think we could keep it around that.

Seif: what number are you comparing these costs with.

Remi: That is why I want to come back to this later to look into it more, but basically we are comparing last year and what the financial department has, so I motion to table the budget



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Remi, seconded by Erman, motions to table the Frosh Budget budget

Motion 20220607-15 is passed in unanimity

6.5 Eng Week Committee Policy

Esinti: So, I was looking at the Eng Week committee policy, and I noticed there was something wrong, so I want everyone to confirm it before approving the members. I created the files under competitions. The main change I made was to appoint 2 members to the position but in the detailed section it said 3 members, so I changed it to 2-3 members, and I chose it accordingly.

Erman: In that case you can just put 2, you don't always have to fill out all the positions, it's just that 3 looks better.

Seif: you could right "up to 3" if that was what Erman meant

Erman: It honestly doesn't matter, it just doesn't look professional, but it should be okay.

Esinti: alright I'll just have 3 members

Esinti, seconded by Sabrina, motions to approve engweek committee policy

Motion 20220607-16 is passed in unanimity

6.6 KGP Concordia Delegation Budget Proposal

Esinti: So KGP is a university competition and they contacted us. I guess the previous competitions have been posted. I'm not sure if it happened in covid but they are expecting us to send a team to represent Concordia, so I asked how many teams we can send, and they said we could send 2 teams. Each team costs 160, and I suggest sending 2 teams totaling 367.96 with tax. I was suggesting sending the allegation as well as the other team who competed in the SLC case competition a few weeks ago. I'm guessing it was zero so participating in previous compositions as well, and Isabelle was one of the competitors competing in the CQI and was a mentor to one of the teams as well. So, I believe it's an important competition since it's an inter-university competition and so many universities are participating, so it's a good opportunity for the teams to prepare for the CQI and other competitions as well.



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Erman: I want to confirm if this has already decided on

Esinti: I no I'll contact them. If they are not available then we could reach out to other teams as well if the budget is approved.

Erman: One more thing, correct me if I'm wrong. But you don't need to tax the budget

Remi: for the total expense we don't put tax on it because we are nonprofit we wind up getting those taxes back

Erman: I remember you told me don't include the tax, but I don't know now, sorry

Seif: I think Chloe asked if tax was included and u said don't worry about the tax

Remi: I'm not sure what we are talking about so let's back off a bit and I'll get back to you on that.

Esinti , seconded by seif, motions to approve the KGP Concordia Delegation Budget Proposal
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Motion 20220607-17 is passed in unanimity

7. ANNOUNCEMENTS & VERBAL REPORTS

mohammed : no announcements

Ahmad: no announcements

Sierra: there is a I had a meeting with Member Association Presidents the past Sunday, im looking forward to having the pride event and the MA picnic

Chloe: not much just, please attend the frosh meetings, we need people to help. I got a job from from my last internship, so let's go and i'm getting a raise

Doan: I have a meeting with miss Latem she is like a department rep, so i'll meet her next week

Elsa: nothing to report

Erman: So we are planning to do some things with Kayla with you guys. I am working overtime, last time I was working until 1 am so that's fun.

Esinti: So I'll be meeting with the societies soon about the competitions throughout the year and I know Sabrina is interested in trivia, so if anyone is interested in these activities in eng games tell me.

Maria: nothing



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Marina: I got us a DJ for frosh, I just got my government clearance. Have a good week

Mert: hey guys, nothing much to add

Remi: Hey, so i'll be having the first finance summit with the society finance department, so i'll be bringing my background so it's a big test run.

Seif: our department had their last meeting for the orientation day.

Thairushi: i'll hold a meeting with the reps next week

Zoe: so I have 2 directors now, currently I have been needing to take a step back but there should be less stress so if u have sponsorship questions send to kayla

Sierra, seconded by marina, motions to adjourn the meeting.

Meeting adjourned at 7:20pm