



Board of Directors Meeting

Tuesday, June 28th, 2022

Zoom online meeting, 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	
Zoe Mitchell	Vice-President of External Affairs	
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	
Mert Kaan Kaseler	Mechanical & Industrial Engineering (MIE) Representative	x
Fadi Hussain	Independent Representative	x
Marina Ghali	Independent Representative	x
Kayla Charky	Sage	
Erman Akman	Sage	x



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2. SUMMARY OF MOTIONS

Motion	Motion	Result
20220628-01	Sierra, seconded by Tharushi, motions to approve Saaim as chairman for this meeting of the Board of Directors.	Passed in unanimity
20220628-02	Tharushi, seconded by Chloe, motions to approve Ahmad as secretary for this meeting of the Board of Directors.	Passed in unanimity
20220628-03	Sabrina, seconded by Marina, motions to approve the agenda.	Passed in unanimity
20220628-04	Esinti, seconded by Chloe, motions to approve the previous BOD's minutes.	Passed in unanimity
20220628-05	Esinti, seconded by Elsa, motions to approve Nora Zaid Kasem as Director of Technology of Troitsky Committee.	Passed in unanimity
20220628-06	Esinti, seconded by Sabrina, motions to approve Nour Ben Amor as Director of Rules and Regulations of Troitsky Committee.	Passed in unanimity
20220628-07	Esinti, seconded by Seif, motions to approve Elias Liopoulos as Director of Sponsorship of Troitsky Committee.	Passed in unanimity
20220628-08	Esinti, seconded by Sabrina, motions to approve Ivonne Marie Suzette Soto as Director of Communications of Troitsky Committee.	Passed in unanimity
20220628-09	Esinti, seconded by Fadi, motions to approve Zeyad Hassanein as Director of Logistics of Engweek Committee.	Passed in unanimity



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20220628-10	Sierra, seconded by Esinti, motions to require member associations to submit their inventory to president and vp internal by September 6th.	Passed in unanimity
20220628-11	Erman, seconded by Sierra, motions to table Stolen and Broken Objects.	Tabled in unanimity
20220628-12	Chloe, seconded by Elsa, motions to table Frosh Budget.	Tabled in unanimity



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3. PROCEDURES

3.1. Opening of the meeting

Meeting opened at 6:04PM

3.2. Approval of the Chair

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

Motion 20220628-01 is passed in unanimity

3.3. Approval of the Secretary

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

Motion 20220628-02 is passed in unanimity

3.4. Approval of the Agenda

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

Motion 20220628-03 is passed in unanimity

3.5. Approval of Previous BOD's Minutes

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

Motion 20220628-04 is passed in unanimity



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4. EXTERNAL PRESENTATIONS

4.1 Approve Nora Zaid Kasem as Director of Technology of Troitsky Committee

Esinti: Nora was the director of technology last year at Troitsky committee and she is experienced with Troitsky and she did from what I heard from the team last year that she did a good job even with all the responsibilities

Esinti, seconded by Elsa, motions to approve Nora Zaid Kasem as Director of Technology of Troitsky Committee.

Motion 20220628-05 is passed in unanimity

4.2 Approve Nour Ben Amor as Director of Rules and Regulations of Troitsky Committee

Esinti: Nour is experienced in competitions in general and she's good at writing reports last year. Last year there was **(Najm)** who was responsible for it and now since he graduated this year we needed a new Director of Rules and Regulations of Troitsky and Nour is really interested in the role, and she used to study civil she's switched but she's interested

Esinti, seconded by Sabrina, motions to approve Nour Ben Amor as Director of Rules and Regulations of Troitsky Committee.

Motion 20220628-06 is passed in unanimity

4.3 Approve Elias Liopoulos as Director of Sponsorship of Troitsky Committee

Esinti: so, Elias is currently working with **Ashey** as VP of events and he is in his last year, and he knows several companies working in this field and is usually good at communication, he really is confident. So, I think he fits this role.



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Esinti, seconded by Seif, motions to approve Elias Liopoulos as Director of Sponsorship of Troitsky Committee.

Motion 20220628-07 is passed in unanimity

4.4 Approve Ivonne Marie Suzette Soto as Director of Communications of Troitsky Committee

Esinti: Marie applied for 3 different positions at ECA earlier, she had interviews with me a couple of times, and she's good at communication, she speaks French, English and many other languages as well. She expresses herself well and has great writing skills

Esinti, seconded by Sabrina, motions to approve Ivonne Marie Suzette Soto as Director of Communications of Troitsky Committee.

Motion 20220628-08 is passed in unanimity

4.5 Approve Zeyad Hassanein as Director of Logistics of Engweek Committee

Esinti: I had an interview with him for another role as well as this role and we had some other meetings regarding competitions, and he is really interested and would like to take part in the ECA competitions as well. I felt that it'd be a good start for him so that we can really discuss competitions together, not only entry but other competitions for ECA as well with other societies.

Esinti, seconded by Fadi, motions to approve Zeyad Hassanein as Director of Logistics of Engweek Committee.

Motion 20220628-09 is passed in unanimity

5. RETURNING BUSINESS

N/A



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6. NEW BUSINESS

6.1 Member Association Assets and Inventory

Sierra: Elsa has been organizing B-Annex cleanup weekends and a big portion of this is the member association offices. Part of the reason why this is going to be a big effort over the summer is so we can have an accurate inventory of all the members associations property, its ECA property but that's why we are asking for it. So, I was hoping that maybe discussion on a reasonable deadline to ask all the member associations to send us their inventory by preferably after all the B-Annex cleaning weekends. So, maybe Elsa if you could give us an anticipated timeline that would also be helpful.

Elsa: so, I recently sent the societies an email to fill out when to meet to clean up their offices. I put the dates until the last weekend of August, so I think they should have the whole summer at least. Also, some of them have so many little things that they have to count so I think at least giving them the whole summer would be a good idea.

Sierra: Would it be reasonable to ask for the inventory to be completed by the first day of classes in September just so they had the whole summer, and they don't have to worry about it as they start classes in fall.

Esinti: I agree

Erman: My only concern is SAE and Space Concordia. I know Space Concordia has a lounge coming and they are looking forward to it and they are about to go to competition I think. So, it could be full there, you might want to talk to them in private. Further societies might be alright, but Space Concordia is busy over the summer. They probably have the biggest inventory compared to other societies.

Elsa: To answer your question, for SAE, the president called me today and he said that the inventory is going to be fine. They already cleaned their office, so they will do even further cleanup, but I haven't seen it like two weeks so yeah it should be fine for SAE they said they already cleaned, but for Space Concordia it's true last year inventory was kind of a mess

Sierra: the board of directors of the previous mandate required Space Concordia to submit an inventory and that was ultimately approved by the board of directors, so I don't



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see space having a major problem filling this requirement with two months over the summer I believe they were given tighter deadlines last year

Erman: I'm alright if it's in the summer, but September 6th is concerning, can't we make it either before or after Frosh not in the middle?

Sierra: The only responsibilities that societies have during Forsh is orientation day and they will already have all the weekends cleaning up the B-Annex in advance. This is kind of something that you can do along the way

Erman: I trust more for us like I don't want us to be dealing with this in Forsh

Sierra: On our end, this is just the deadline that we're submitting but we're leaving it open ended for the review period and approval by the BOD. So, we have flexibility with that on our end to make sure after Frosh is done, then we can evaluate this. I'm going to give up two months' notice. It's up to them what they do with their time. If they want to do last minute or if they want to be more diligent with their time, that's also an option. Also, keep in mind that we can request an inventory at any moment so we're being generous because based on the bylaws, they should always have an inventory on hand that they can send to president internal or board of directors at a moment's notice.

Elsa: it was just to ask because in the email and I put only weekend so would we want to let them just go whenever during regular hours during weekdays without any staff from B-Annex or any VP from ECA and they can clean out their office or we keep it at weekends so someone from ECA can be there with them

Sierra: they'll be granted access to B-Annex, they can do this on their own time. I think the weekends are for just when we will be there with the dedicated dumpster to get rid of the massive objects. So, if they're just going in on a weekday to clear out you know small items then they are free to do that

Elsa: Actually, there won't be dumpsters. He says that he will just send some people to take the trash and we already collected a lot of trash bags in the lounge so if they don't have access to the lounge yet then it will be troubling. I don't know if we can keep it for just the weekends.



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Sierra, seconded by Esinti, motions to require member associations to submit their inventory to president and vp internal by September 6th.

Motion 20220628-10 is passed in unanimity

6.2 Stolen and Broken Objects

Sierra: So, this issue happened in February this year. My understanding is that combinations of previous water damage in the B-Annex over all the months where societies didn't have access to their office with COVID rules that were enforced by the university. And we had contractors who were doing painting at some time so ENG-games have sent a list of around 10ish items that were either broken or stolen. The total is around \$1000. This isn't a significant amount that's worth declaring to the insurance company because based on our deductible it's not worth it to make a claim because then we would have to fill out a lot of paperwork and our premium would be increased. That was the conversation that was had last year between Kayla and our lawyer Patrice that was his official advice. Now we are left with the decision of how we proceed with ensuring that these materials are replaced. Are we replacing the exact materials? I can send a list in the chat. or we can just reimburse the total to the ENG games society budget.

Erman: Just looking at this list, it seems reasonable, but other than that I think \$1000 will not make a big dent in our budget but I just want to make sure this I just want to make sure this is brought up to the university because it's university items. Some of them are broken because the cleanup was done by the university workers because they didn't let students inside the buildings, and they just threw the things around. I know for a fact one of the workers wanted to take some pictures. So, I think this is something that has really had to be brought up to the university because they caused this damage. If a society that's the size of ENG games has this much damage I don't even want to know what they could do to societies like Space Concordia and SAE. We can cover this, but just because we did I don't want other societies to come to us with 25k damage.

Elsa: So actually, I talked with Guy about this to see if the university can pay or reimburse that damage because of the flood and he said that we can send him the list of equipment and file a form to security to see if they can see if they can do something about it. I'll update you guys on that. I actually asked Remi to send me the list of damage today and turns out Sierra has it so I can send it to Guy and hopefully they can reimburse it. But I think there was another society, not just an ENG game, so if we could



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get the list from the other society I could send both at the same time.

Erman: Alright that's reasonable. We can also send all societies an email asking for a list of damaged or stolen/lost items. We can combine all of them and send it to Guy. Keep in mind that Guy is retiring so during the switch there might be times the university does nothing. He told me maybe mid-August he will retire.

Sierra: Alright, so I will send an email to the member association presidents asking for their list of broken/stolen objects. Elsa will get in contact with Guy/Ricky, and we can evaluate further once we have more information on that end but the time being no actionable financial items on our end will pursue this and see what's up.

Erman, seconded by Sierra, motions to table Stolen and Broken Objects.

Motion 20220628-11 is passed in unanimity

6.3 Frosh Budget

Chloe: Remi isn't not here so we can't really approve the budget so I'm just going to talk with him privately to discuss it. To answer Elsa, the thing is I've been asking Remi since the last few days but every single time it's just been busy or something has happened. I've updated the numbers to what I think would be good, but we still need him.

Chloe, seconded by Elsa, motions to table Frosh Budget.

Motion 20220628-12 is passed in unanimity

6.4 Delay of Member Association Budget Approval

Sierra: Yes, for a bit of back story normally what we do is we approve all the budgets in the fall semester, in the bylaws I believe the deadline is October 15th, VP finance takes care of this.

Last year we tested out a summer term budget for societies who have competitions and events, and it was well received. So, this year Remy wanted to just do the budgets in June so that everything would be taken care of for the year as societies could spend money over the summer. An email was sent out to the president and VP finances at the beginning of May to submit their budgets, and then I asked Remi from around the first or second week of June when



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would be a good time for our big finance BOD. He said end of June, which is why this BOD was called. I was informed yesterday that the budgets had not been completed. So with that I just want to say that everyone, if you feel like it's difficult to manage a workload of some kind that you can contact other people, we're all here to help and make sure that stuff gets done on time. but obviously that has big consequences for not just a member of the association but for example, Frosh budget getting tabled. That's something that should have been done last month. We're all a team here, it's important to reach out if you need help about something because workload can easily be distributed amongst other people for the time being I've asked Remi to email all the presidents and VP finances apologizing for the delay, they submitted their budgets over a month ago and were told that they would have their budgets by the end of June and that's not been met so that's all I really have to say on this point.

Erman: Are there any requests from the societies for their budgets or something like that?

Sierra: yeah this has impacted a fair number of societies UAD, WIE it's not just societies with competitions over the summer. There have been many that have been asking when their budgets are going to be approved so they can spend money with more confidence.

Erman: I'm not sure but I think Remi will be back next week so we can make an emergency BOD if needed.

7. ANNOUNCEMENTS & VERBAL REPORTS

Mohammed: no announcements

Ahmad: no announcements

Sierra: Oh yeah there are lots of exciting things going. The Pride event is tomorrow at Riverside. I hope everyone's excited. It's open to all students so your friends in other majors can come. The event is collaborating with the political science student association So that's very exciting. Member association picnic will be hosted on July 16th so I've been working with Mohammad, the executive director, to organize it. Our participants right now for the pride event are 90. All of you are very welcome to attend the member association picnic but please fill out the RSVP So we can ensure that there is food for you. ECA shale, the planning is also underway on July 29th to 31th, location is chalet Complexe Les Neiges. We're working on the workshop aspect right now other than having a lot of meetings, so I have a call with CU advertising tomorrow. Had a call with Voltaic last week. Lots going on, going to be a fun summer.

Esinti: So right now, I'm having meetings with the society presidents and VP competitions. And there are new societies that are hosting competitions either with ECA or themselves. They are checking if they will do it this year, so it's exciting for me. I'm looking forward to this year and to see more societies being engaged in our competitions



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Tharushi: no announcements

Elsa: I have been setting up email groups for VPs for all societies so if you want to email them. I am having a meeting for B-Annex and I'm getting new spaces for societies. So, we did cleanup for 2 Saturdays so far, it's slowly but surely getting better. Come next Saturday if you can come help we will probably get new furniture from the university so that's exciting because the state of the chair and the broken table in the conference room is not nice. Registering societies almost everyone registered, the society access lists of exects for B-Annex is being sent out. I'm also going to start requesting keys for everyone probably tonight. Also doing Frosh ARF, almost done. Last thing, don't forget to include Ashray with whatever you plan on doing with societies.

Sabrina: I'm just working hard on swag for Frosh. Also I'm going to do an executive team reveal on social media but I'm missing some people's pics in the drive so put them there please.

Chloe: Not much , currently in contact with Reggies because they have not been responding to Forsh, still waiting for the beach club.

Mery: nothing to announce

doan : nothing much, just working on the script for the Frosh trailer and also for the department orientation so it's going to be easy.

Mert: mostly done with the NYE department orientation from my side. I contacted the department chair, I'm waiting for a response. We have found key speakers for MIE department orientation. i'm working on the presentation so it's mostly done.

Seif: Nothing much to report. Working on the dept orientation slides and trying to map out the year's events and such.

Fadi: nothing to add

Marina: nothing really, just work, summer classes, and Frosh. I'm excited for the comps because I was somewhat involved at comps last year so I'm excited for the VP competition to announce what will happen.

Erman: Not much. We will be getting 3k cans of alcohol for 3k cad. I'm trying to contact red bull. Also, the beach day is figured out. If you know anything let me know.

Esinti, seconded by Seif, motions to adjourn the meeting.

Meeting adjourned at 6:50pm