



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

1. ATTENDANCE	1
2. SUMMARY OF MOTIONS	2
3. PROCEDURES	3
3.1. Opening of the meeting	3
3.2. Approval of the Chair	3
3.3. Approval of the Secretary	3
3.4. Approval of the Agenda	3
3.5. Approval of Previous BOD's Minutes (May 27, 2023)	3
4. EXTERNAL PRESENTATIONS	4
4.1. Interview of Aditya	
4.2. Interview of Nanjiba	4
4.3. Interview of Aymane	4
4.4. Interview of Joyal	4
4.5. Interview of Jose	4
4.6. Interview of Mert	4
4.7. Interview of Rohit	4
4.8. Interview of Neha	4
4.9. Interview of Maesha	4
4.10. Interview of Marie	4
4.11. Interview of Shivam	4
5. RETURNING BUSINESS	5
5.1. ECA Retreat Budget	5
5.2. Appointment of Secretary	5
5.3. Appointment of Policy Committee - Student at Large	5
5.4. Appointment of DTFC - Student at Large	5
5.5. Appointment of CFC - Student at Large	5
6. NEW BUSINESS	6
6.1. Appointment of Director - Finance	6
6.2. Honorariums for 2022-2023 mandate	6
6.3. Appointment of VP Competitions	6



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

6.4. Appointment of Directors - Internal	6
6.5. Appointment of Charbel Basmadji as Director - Graphic Designer	6
6.6. Appointment of Doan Gia Huy Vu as Director - Social Media	6
6.7. Appointment of Tracy Khawand as Director - Social	6
6.8. Frosh Venue and Activity Coordinators	6
6.9. Bookkeeper Eligibility	6
7. ANNOUNCEMENTS & VERBAL REPORTS	7



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

1. ATTENDANCE

Name	Role	Present
Saaim Intikhab	Chairperson of the Board	x
–	Secretary of the Board	
Elsa Younes	President	x
Tharushi Rathnayaka	Vice-President of Academic Affairs	x
–	Vice-President of Sports and Competitions	
Marissa Profetto	Vice-President of External Affairs	x
Mohamed Bedair	Vice-President of Financial Affairs	x
Seif Bedair	Vice-President of Internal Affairs	x
Chloe Law	Vice-President of Marketing & Communications	
Shannon King-Richards	Vice-President of Social Affairs	x
Cyrian	Building, Civil and Environmental Engineering (BCEE) Representative	x
Jainam Shah	Computer Science & Software Engineering (CSSE) Representative	x
Ahmed Obeid	Electrical & Computer Engineering (ECE) Representative	x
Mohamed Saad	Mechanical & Industrial AERO Engineering (MIAE) Representative	x
Maria Amezquita	Independent Representative	x
Chelsea Wan	Independent Representative	
Sierra Campbell	Sage	x
–	Sage	



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

2. SUMMARY OF MOTIONS

Motion	Motion	Result
20230615-1	Elsa, seconded by Jainam, motions to approve Elsa as chair for this meeting of the Board of Directors.	Passed in unanimity
20230615-2	Cyrian, seconded by Maria, motions to approve Seif as secretary for this meeting of the Board of Directors.	Passed in unanimity
20230615-3	Elsa, seconded by Seif, motions to approve the agenda.	Passed in unanimity
20230615-4	Elsa, seconded by Seif, motions to table the previous BOD's minutes approval	Passed in unanimity
20230615-5	Elsa, seconded by Tharushi, motions to appoint Rohit as Secretary of the association	Passed in unanimity
20230615-6	Elsa, seconded by Shannon, motions to appoint Shaivam as CFC Student at Large	Passed in unanimity
20230615-7	Elsa, seconded by Sierra, motions to appoint Marie Suzette as Policy Committee Student at Large	Passed in unanimity
20230527-8	Shannon, seconded by Elsa, motions to approve the ECA Chalet budget	Passed in unanimity
20230527-9	Elsa, seconded by Cyrian, motions to appoint Macarena as DTFC Student at Large	Passed in unanimity
20230527-10	Mohamed Bedair, seconded by Sierra, motions to appoint Minh as Director of	Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

	Finance	
20230527-11	Elsa, seconded by Seif, motions to appoint Annabel Zechel as VP Sports and Competitions	Passed by vote with 10 yay, 0 nay, 1 abstain
20230527-12	Seif, seconded by Elsa, motions to appoint Dara Dadgar as Director of Internal Affairs	Passed in unanimity
20230527-13	Elsa, seconded by Sierra, motions to appoint Charbel Basmadji as Director of Graphic Design	Passed in unanimity
20230527-14	Elsa, seconded by Sierra, motions to appoint Doan Gia Huy Vu as director of Social Media	Passed in unanimity
20230527-15	Shannon, seconded by Elsa, motions to appoint Tracy Khawand as External Social director	Passed in unanimity
20230527-16	Elsa, seconded by Shanon, motions to switch Camille and Lama to each other's positions in the ECA	Passed in unanimity
20230527-17	Elsa, seconded by Mohamed Bedair, motions to approve Sierra Campbell's Mandate and receive a full honorarium	Passed in unanimity
20230527-18	Seif, seconded by Marissa, motions to approve Elsa Younes's Mandate and receive a full honorarium	Passed in unanimity
20230527-19	Elsa, seconded by Sierra, motions to reject Remi Jonathan Choquette's Mandate and receive no honorarium	Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

20230527-20	Shannon, seconded by Seif, motions to approve Chloe Law's Mandate and receive full honorarium	Passed in unanimity
20230527-21	Elsa, seconded by Seif, motions to approve Zoe Mitchell's Mandate and pro-rate honorarium to $\frac{1}{2}$ the full amount	Passed in unanimity
20230527-22	Elsa, seconded by Seif, motions to approve Tharushi Rathnayaka's Mandate and receive full honorarium	Passed in unanimity
20230527-23	Elsa, seconded by Sierra, motions to approve Mohamed Bedair's Mandate and pro-rate honorarium to $\frac{1}{3}$ the full amount	Passed in unanimity
20230527-24	Ahmad, seconded by Elsa, motions to approve Seif Bedair's Mandate and receive full honorarium	Passed in unanimity
20230527-25	Elsa, seconded by Mohamed Saad, motions to approve Mert Kaan Kasler's Mandate and pro-rate honorarium to $\frac{3}{4}$ the full amount	Passed in unanimity
20230527-26	Jainam, seconded by Elsa, motions to approve Adam's Mandate and receive full honorarium	Passed in unanimity
20230527-27	Elsa, seconded by Sierra, motions to approve Chelsea's Mandate and pro-rate honorarium to $\frac{1}{4}$ the full amount	Passed in unanimity
20230527-28	Elsa, seconded by Sierra, motions to approve Hakim's Mandate and pro-rate honorarium to $\frac{1}{6}$ the full amount	Passed in unanimity
20230527-29	Elsa, seconded by Sierra, motions to	Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

	approve Erman Akman's Mandate and receive full honorarium	
20230527-30	Elsa, seconded by Sierra, motions to approve Mohammad Saaim's Mandate and receive full honorarium	Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

3. PROCEDURES

3.1. Opening of the meeting

Meeting opened at 12:41 PM

3.2. Approval of the Chair

Elsa, seconded by Jainam, motions to approve Elsa as chair for this meeting of the Board of Directors.

20230617-1 Passed in unanimity

3.3. Approval of the Secretary

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

20230617-2 Passed in unanimity

3.4. Approval of the Agenda

Elsa, seconded by Seif, motions to approve the agenda.

20230617-3 Passed in unanimity

3.5. Approval of Previous BOD's Minutes (May 27, 2023)

Elsa, seconded by Seif, motions to table the previous BOD's minutes approval

20230617-4 Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

4. EXTERNAL PRESENTATIONS

4.1. Interview of Aditya

Elsa: Hello, you applied for VP competitions so why don't you tell us more about yourself and why you think you're a good fit for this position.

Aditya: My name is Aditya and you can call me Adi, I am a 3rd year industrial engineering student and I am deeply interested in business and technology, last year I was the VP internal of IEC and I was also selected as the team leader for international relations in Concordia and was also involved with a lot of sustainability initiatives in Sustainability Concordia as I was the sustainability ambassador. I volunteered for 120 hours between semesters. I am also on the board of directors in Sustainability Concordia. Throughout my life I have participated in various MUNs, I have participated in Olympics, I have also participated in IAC's case competitions so pretty much I have participated in various different competitions, MUNs and debates. The reason the position of VP competitions resonates with me is because back in high school I was the house captain for 500 students where we had competitions related to arts, sports, dance and various school activities, the year

Before that too I was the vice captain and in the past four consecutive years we had come last however when I was house captain we came first. The person for this position is selected by senior teachers and principals of the school and I feel my experience with this position can help me coincide with VP competition. I've also been awarded the best delegate in the United Nations headquarters in New York so pretty much a lot of initiatives in and around Concordia and school as well.

Elsa: Very nice, so you said you participated in competitions, have you ever helped in organizing one or did you just participate in all of them.

Aditya: Yeah, so I've participated as well, and I've organized as well. As I said I was the captain so as a captain you have to organize the events. You have to propose new events and you also have to find participants, find judges. I've also. Yeah, I've also organized the first MUN of my high school, where we also included the regional schools



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

in around 12 schools and which was participated by at least 400 students in our school? And so how debates work is that we find chairs, we find delegates, general assembly and the security council.

Elsa: And currently for the next year, you said you're involved in sustainability?

Aditya: I mean, so right now I'm the Board of directors of sustainability Concordia and I'm also running for elections for chairperson at IEEC.

Elsa: So how much time do you think you'll be able to give for VP competitions?

Aditya: So presently I'm doing an internship at Mumbai with infrastructure operations and, I'm also involved in a lot of things, so I like to be in this zone where I'm having a lot of stuff on my plate otherwise I just fall apart.

Aditya: So I know about Troitsky, I follow the social media and I know the building competition but yeah, I haven't participated in it because the timings didn't align as much and but I know the basic outlook of that.

Elsa: Okay does anyone have any more questions?

Elsa: Okay so that's it, thank you for your time and we will let you know soon.

4.2. Interview of Nanjiba

Elsa: So tell us more about yourself and why you think you deserve this position.

Nanjiba: My name is Nanjiba Jahin Sadiq, this is my first year second semester I took summer classes I'm going to take summer classes for summer two as well I'm in computer science joint major data science, I did volunteer for the ironing ceremony the past semester, and I did like the unity of people posting it, so that's why and also I did volunteering in a few of the IEEE competitions like Warhacks. Except for that I'm also pretty punctual and I have ideas to contribute for the competitions especially and I do



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

think the competition is particularly a good place to learn as well and I do want to be occupied as well.

Elsa: So time wise so you said you think you would have time enough during the year and to organize and also to go to the competitions with the participants.

Nanjiba: I do think so, if there is a good chance my finals are clashing with it, I might prioritize my exams, but if that's not the case, I will prioritize participating in it.

Elsa: So you said you participated in the IEEE competition, could you have helped organize a competition or just talk about any life skills related to organizing?

Nanjiba: Back in school, I did volunteer again, but I was under the shadow of seniors so that was a good learning environment, but it was pretty chaotic.

Elsa: So I have another question, so would you be interested in another position within the ECA because we are interviewing for many positions.

Nanjiba: Yeah so I talked to Tharushi and she asked me if I would be interested in the position that takes the minutes for the meetings.

Elsa: So would you be interested in that ?

Nanjiba: Yeah I would.

Elsa: So does anyone else have any questions?

Elsa: Okay thank you so much for your time and I'll follow up by email.

4.3. Interview of Aymane

Elsa: So tell us more about yourself and why you think you'd be a good fit for the position.



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

Ayman: So I am a software engineering student in Coop and I've heard about ECA from like 4th years and I saw their involvement and I wanted to absolutely get involved because I know that I can bring a lot of value. So in my first term I was a software engineer here full time and also I was taking part time courses in finance and I got involved with a very reputable club over there and I organized a bunch of events so I would do networking events and we did the competition at Sofitel hotel and stuff like that. So I'm kinda used to how to get funding, negotiate for funding, reach out to people to sponsor us and stuff like that. And on top of that I feel I've also made a lot of contacts and people I could reach out to. I'm also very outgoing and reaching out to people like I'm not afraid to talk to them or negotiate.

Elsa: So you've organized competitions have you participated in any of them?

Ayman: So the competitions I organized I haven't participated in any of them. But I have participated in other competitions like engcomp and hackconcordia.

Elsa: Was the case comp for concordia?

Ayman: No it was for McGill and for finance.

Elsa: And for the next year do you think you'll have enough time to be organizing and attending the competitions with the delegates?

Ayman: Yeah so 100% so just one thing I would like to be very upfront about is that I am in coop and I have an internship this fall but in terms of attending I am committed to this. But also I'd like to know what is the time commitment like yes I do have time but I'd like to know how much time.

Elsa: So being VP competitions means you have to attend all the BOD meetings and biweekly updates. Except for that you have to organize our competitions and also we send delegates to national and federal competitions so you're gonna have to help them out with that.

Ayman: So if we are talking average per week how much would you say?

Elsa: Honestly it's hard to say it depends on the week.



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

Elsa: Are you gonna be involved with other associations throughout the year?

Ayman: No ECA is the only one.

Elsa: So are you interested in any other positions?

Ayman: Like I don't know if they are all taken could you remind me what is available?

Elsa: So we are currently still looking for a Secretary, DTFC, CFC and director positions.

Ayman: Okay so from what I think right now especially since you told me the 15 hours and I feel that may be too much for my first year so what I'm thinking is something more transition like to help someone or something. So I don't want to say I can handle it and then not be able to like it, especially with the internship coming.

Elsa: Well first of all thank you for your honesty and like you can definitely be a director and help out the VPs with all the tasks. Like Marissa VP external is interested and Shanon VP social so yeah you can be a director and help us out too.

Ayman: Yeah I feel like going for director would be the smartest decision.

Elsa: So Shanon asked which director position you're the most interested in.

Ayman: So I don't know which position this is but I wanted the one where you find sponsors and everything

Marissa: That's mine

Ayman: Yeah that's the one that interests me the most.

Elsa: Okay perfect thank you so much.

Ayman: Okay thank you guys for taking the time and do we follow-up by email?

Elsa: Yeah



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

4.4. Interview of Joyal

DIDN'T COME

4.5. Interview of Jose

DIDN'T COME

4.6. Interview of Mert

Elsa: So tell us more about yourself and why you think you're a good fit for the position?

Mert: So I am a third year international engineering student from Turkey. I did the MIE department position last year. Apart from that I'm the president of TSA which is the turkey student association. The reason why I am applying for this position is because since last year I was a member of the ECA and I've had the opportunity to observe what the VP competition does and I believe that this position requires two basic skill sets one of them being having a profile of an attendee or a participant to these competitions and the other is being able to organize these competitions. I've attended EngOlympics, Engweek and I've even attended debates like IIAC's case competition. I've represented Concordia twice in CQI. Coming to the organizing skills in highschool I was a part of the MUN clubs and even during that time I had the chance to organize these events, such as inter school events, contacting administration, dealing with financials, Except for MUN last year during my time as the MIE representative I organized ECA's first networking through consulting event. We had a participation of around 30 people and I did this seeing the interest of engineering students in consulting and I was like okay what can we do as the ECA using the resources we have, so I contacted people through linkedin and we as the ECA hosted companies like KPMG, Deloid, LIDD, IBM, etc. Except for that as the president of TSA we acted as the donation center during the earthquake incident that happened in turkey. We contacted administrations and embassies from Turkey and we raised around 6k. I also contacted CSU with my contacts in CSU and they matched our donations. I was working on this process till the end when we donated the money to the charity we chose which was two weeks ago. So I am someone who is there till the end,



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

like making sure we achieve what we aim for. I also feel since I was a ECA member before I would be able to fit in easily as I know how different positions work with each other and help each other. So overall I am confident in my skills as both an attendee and someone who can organize good competition.

Elsa: So my only question is that you said you're gonna be the president next year to the Turkish student association so do you think you will have enough time to organize the competitions, attend all the meetings and go to the competitions.

Mert: So as you can relate, being president requires delegation skills so I will delegate accordingly what we have to do, president is mostly for setting the vision and contacting key people but of course I am confident in my ability to be present in all the meetings.

Elsa: So are you better at working as a team or by yourself? Question from Shanon.

Mert: I am great at working with Shanon.

Elsa: So would you be interested in any other position?

Mert: No.

Elsa: Okay so thank you for your time and I will follow-up via email.

4.7. Interview of Rohit

Elsa: So tell us more about yourself and why you think you're a good fit for this position.

Rohit: So this is my first year in Concordia, I am a computer engineering student and the reason I think I am a good fit is because I am not the best engineering student and I know that your association's job is to help engineering students. So I am not the best engineer and therefore would know how they would struggle and at what points I could help them at.

Elsa: So have you been involved in any events or activities in high school.

Rohit: So I have been involved with volunteering in highschool. I used to work with Tori Craft and they basically make accessories and furniture with a specific type of wood



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

which resembles bamboo. And I worked there as the MD's assistant and looked over the manufacturing for him. I would also learn how to use excel there and how to manage finances. He would let me know where the money is coming from and what's happening. I'd keep records of it in excel and show him how much the increase and decrease and also how much materials were used per week or per month.

Elsa: So for secretary I don't know if you checked the bylaws but you take minutes. So are you comfortable with typing and are you a fast typer?

Rohit: Yes I am.

Elsa: And do you know what meeting minutes are?

Rohit: Ah no.

Elsa: Okay, other than that how would you evaluate your english skills?

Rohit: I have been learning english from a young age so it's pretty good.

Elsa: So do you think you would have enough time during the year?

Rohit: So for the next two months I'd be completely free and after that I'd work part time but I would still make enough time for this.

Elsa: And finally if you weren't given this position would you be interested in any other position because we are still looking for a few other positions.

Rohit: Yes because I am very interested in joining your association.

Elsa: Okay that's it for me does anyone have any other questions or anything? Okay so thank you so much for your time and I'll follow-up by email.

4.8. Interview of Neha

DIDN'T COME



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

4.9. Interview of Maesha

DIDN'T COME

4.10. Interview of Marie

Elsa: So tell us more about yourself and why you think you're fit for this position.

Marie: So my name is Marie Suzette and I will be entering my second year in computer science this fall. I am the ideal candidate for the role of student at large for the policy committee because I am organized as displayed by being the director for communications in Troitsky and managing information for over 250 students, I also have proficient research and formatting skills which I have gathered through information and literacy skills 250 for which I had successful completion.

Except for that I am a fast learner having developed a keeps website in a week in spite of never having used wordpress before. So I hope you consider my affirmation qualities and my experience during your decision making process.

Elsa: Amazing so time wise do you think you will have enough time to commit during the year for this position

Marie: Yeah I am pretty sure.

Elsa: And research skills that's really important for this position so are you familiar with the policies and the formatting

Marie: So I went through the formatting for past ECA policies and I've looked at the student constitution for CUBES and other external branches just to see what they are like.

Elsa: And are you comfortable with typing and english

Marie: Yeah I am very comfortable

Elsa: Okay so that's it for me does anyone have any questions?

Elsa: Okay so that's it thank you so much for your time and we'll let you know by email



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

4.11 Interview of Shivam

Elsa: Okay so tell us a little about yourself and why you think you're a good fit for the position?

Shivam: So my name is Shivam, I will be starting my aerospace second year this fall and I've been a part of space concordia from the start and I'm applying for VP competitions and I think I will be a good fit because I've participated in a lot of competitions and in my time in space concordia I've prepared public booth and talked to people there so I've developed good communication skills there in like various competitions like engweek and GCES and I have good time management skills so I would be able to manage my time for this position and this would also be a good opportunity for me to learn.

Elsa: So you said you've been involved with the competitions as a participant so you're familiar with competitions so in this position you'll be allocating the funds to the applicants so would you be comfortable with receiving the applications and being at the meeting?

Shivam : Yeah I'm fine with that.

Elsa: So yeah it's pretty easy time commitment wise you basically attend meetings and we work as a team so we would help too.

Marissa: So you said you participated in competitions, did you participate in ECA competitions like engweeks or engolympics?

Shivam: Yeah I participated in two competitions one was the entrepreneurship competition and the second one was the bridge competition.

Elsa: So within space concordia did you help with the divisions?

Shivam: Yeah so I worked with rocketry

Elsa: So thank you so much for your time and I will follow-up by email



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

Elsa seconded by Mohamed motions to close the session

Elsa, seconded by Tharushi, motions to appoint Rohit as Secretary of the association

20230617-5 Passed in unanimity

Elsa, seconded by Shannon, motions to appoint Shaivam as CFC Student at Large

20230617-6 Passed in unanimity

Elsa, seconded by Sierra, motions to appoint Marie Suzette as Policy Committee Student at Large

20230617-7 Passed in unanimity

Session was opened again.



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

5. RETURNING BUSINESS

5.1. ECA Chalet Budget

Shanon: So I wanted to motion to pass the Chalet budget. So for 50 people for 2 nights August 4th to August 6th it would be \$45 per person per night equaling a total of \$4500 and then for renting a common room for the weekend it would be \$1000 so including taxes it would be \$6500. And ECA is providing food so at first we provide Domino's pizzas and it would be the first meal provided in the Chalet. So 2 slices per person and a total of 14 pizzas with tax+ drinks and tip I think it would be \$250. I would also start asking for carpooling after the budget is approved but let's say we don't get enough people for carpooling we would get a bus \$510 and gratuity let's say \$100 the grand total would be \$610.

Jainam: So can I know what the Chalet is about?

Elsa: So it's just for the society's members, presidents and we train them there, do team bonding and get to know each other there.

Sierra: What is the venue for the first option?

Shannon: Oh it's Pourky. It's the place that CSU normally rents for their Chalet. It's not technically a Chalet, it's more like a camp with multiple Chalet. So people won't stay in the same Chalet but it's right beside each other and it varies the amount of people that can fit in one Chalet.

Sierra: I don't think we paid \$55/person last year.

Mohamed: Yeah so I did notice that the budget did not have food or bus and I think these are things we need to keep in mind. I think my main issue is with the common room because I saw Tharushi's comment like workshops in the common room but workshops



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

happen every year so why did we not pay for a common room last year but we are paying for it this year.

Marissa: So adding to that point like last year it was like a motel or something so it included all these things. And this year we have to do room by room so I was wondering if this common space has a kitchen because we are gonna need a kitchen if we are telling societies to bring food to cook.

Sierra: So last year we paid a flat rate per person per night and they included that common room we had and they included per person per night so there wasn't a separate charge.

Shannon: So like I said it's not like one big chalet or one big room so it would technically be renting another room just to have a common area for people since it's not like one place you need to rent like another place just for the common room.

Mohamed: So my question is if option 2 last year's Chalet cost \$5000 and includes a common area, why are we considering the other option?

Shannon: So basically it wasn't available

Mohamed: So option 2 is basically not an option..

Shannon: Yeah basically I started looking about a month ago and people already booked the weekends that people are available for. And the other Chalets that were available were too expensive so I didn't even consider them.

Mohamed: Okay so I don't have any other questions. I was under the impression that we had another option but since that's not an option I'm good.

Shannon, seconded by Elsa, motions to approve the ECA Chalet budget

20230617-8 Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

5.4 Appointment of DTFC - Student at Large

Elsa: So Macarena interviewed with us last BOD and she seemed like she really wanted to get involved. She also seemed very eager to learn so I would like to give her the opportunity to be a part of the ECA and start learning from here.

Elsa, seconded by Cyrian, motions to appoint Macarena as DTFC Student at Large
--

20230617-9 Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

6. NEW BUSINESS

6.1. Appointment of Director - Finance

Mohamed: So I interviewed Minh for around 20 minutes and he seemed fine for the role. For director of finance I just need someone who would be present there won't be much work to do in terms of technical knowledge since all of the work of VP finance can't be delegated due to the nature of financial signatories and he is the only one who replied to the email so yeah he seems fine.

Mohamed Bedair, seconded by Sierra, motions to appoint Minh as Director of Finance

20230617-10 Passed in unanimity

6.2. Appointment of VP Competitions

Elsa, seconded by Seif, motions to appoint Annabel Zechel as VP Sports and Competitions

20230617-11 Passed by vote with 10 yay, 0 nay, 1 abstain

6.3. Appointment of Directors - Internal

Seif: So Dara is in SAE. I have worked with him closely and he is a reliable person, he also has experience even though internal directors have minimal experience required since I will train them anyway. He has experience



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

systemizing things which is a huge thing I want to tackle this year so yeah I think he would be a great asset to my internal team.

Seif, seconded by Elsa, motions to appoint Dara Dadgar as Director of Internal Affairs

20230617-12 Passed in unanimity

6.4. Appointment of Charbel Basmadji as Director - Graphic Designer

Chloe: Hello guys sorry I am missing the meeting. For my first point I would like to appoint Charbel Basmadji as my director of graphic design. So he is a first year engineering student and from what he's told me he is very active in clubs creating posters and logos during high school. And he has past graphic design experience using Canva, photoshop, adobe illustration and all the other stuff that I personally don't know how to use. He's currently helping with CUBES and Troitsky so Esinti knows him well and she said he gets his stuff done. I really want to appoint him as the director of graphic design so I hope you guys second my choice.

Elsa, seconded by Sierra, motions to appoint Charbel Basmadji as Director of Graphic Design

20230617-13 Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

6.5. Appointment of Doan Gia Huy Vu as Director - Social Media

Chloe: For the second point I would like to appoint Doan Gia Huy Vu(Adam) as the director of social media. So from last year he was one of the department representatives. I think the CSSE representative and I think Tharushi can add that he is a great person. I've talked to him a few times about what my strategies are regarding marketing, social media and how I work as a person and he understood that yes there's a friendship but also we worked together. So he is really good and I hope you guys second that because he's a great guy and I feel like he is gonna definitely help out the ECA team once again and it'll be a great opportunity again for him to network and branch out because I've personally seen a huge growth since he joined the ECA and made so many friends so I hope you will second my decision to appoint him as my social media director.

Elsa, seconded by Sierra, motions to appoint Doan Gia Huy Vu as director of Social Media

20230617-14 Passed in unanimity

6.6. Appointment of Tracy Khawand as Director - Social

Shanon: I would like to appoint Tracy as my Social Director. I've already worked with her for a few things and I know her work ethic and she was already running for VP social, she is a part of many clubs and I feel like she would be a great asset for the team and my team.

Sierra: I don't know if it's on the website that there's a social policy that there's an internal and external social director so which one?

Shanon: Yeah external.

Shannon, seconded by Elsa, motions to appoint Tracy Khawand as



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

External Social director

20230617-15 Passed in unanimity

6.7. Frosh Venue and Activity Coordinators

Elsa: So for Frosh venue and activity coordinators we have Camile and Lama. They originally applied for their opposite positions that we appointed them to so during the BOD we were talking about how we see them as the opposite position. And we talked to them and they said they would prefer to switch positions. So I'd like to motion to switch their positions because they might be more motivated if they got the position they wanted instead of the one we assigned to them since they knew they wanted that initially.

Elsa, seconded by Shanon, motions to switch Camille and Lama to each other's positions in the ECA

20230617-16 Passed in unanimity

6.8. Honorariums for 2022-2023 mandate

To approve the honorariums, each position's mandate was discussed separately. If the person being discussed was present as a current board member, they were instructed to leave the room as the board discussed and return after the motion is passed. While all of the motions below were passed in unanimity, it is recognized that the person being discussed was not present during the discussion nor voting procedures. The following summarizes all motions made during closed session:

Elsa, seconded by Mohamed Bedair, motions to approve Sierra Campbell's Mandate and receive a full honorarium

20230617-17 Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

Seif, seconded by Marissa, motions to approve Elsa Younes's Mandate and receive a full honorarium

20230617-18 Passed in unanimity

Elsa, seconded by Sierra, motions to reject Remi Jonathan Choquette's Mandate and receive no honorarium

20230617-19 Passed in unanimity

Shannon, seconded by Seif, motions to approve Chloe Law's Mandate and receive full honorarium

20230617-20 Passed in unanimity

Elsa, seconded by Seif, motions to approve Zoe Mitchell's Mandate and pro-rate honorarium to $\frac{1}{2}$ the full amount

20230617-21 Passed in unanimity

Elsa, seconded by Seif, motions to approve Tharushi Rathnayaka's Mandate and receive full honorarium

20230617-22 Passed in unanimity

Elsa, seconded by Sierra, motions to approve Mohamed Bedair's



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

Mandate and pro-rate honorarium to $\frac{1}{3}$ the full amount

20230617-23 Passed in unanimity**

**Seif Bedair left the room during the discussion and vote for conflict of interest reasons

Ahmad, seconded by Elsa, motions to approve Seif Bedair's Mandate and receive full honorarium

20230617-24 Passed in unanimity**

**Mohamed Bedair left the room during the discussion and vote for conflict of interest reasons

Elsa, seconded by Mohamed Saad, motions to approve Mert Kaan Kasler's Mandate and pro-rate honorarium to $\frac{3}{4}$ the full amount

20230617-25 Passed in unanimity

Jainam, seconded by Elsa, motions to approve Adam's Mandate and receive full honorarium

20230617-26 Passed in unanimity

Elsa, seconded by Sierra, motions to approve Chelsea's Mandate and pro-rate honorarium to $\frac{1}{4}$ the full amount

20230617-27 Passed in unanimity

Elsa, seconded by Sierra, motions to approve Hakim's Mandate and pro-rate honorarium to $\frac{1}{2}$ the full amount



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

20230617-28 Passed in unanimity

Elsa, seconded by Sierra, motions to approve Erman Akman's Mandate and receive full honorarium

20230617-29 Passed in unanimity

Elsa, seconded by Sierra, motions to approve Mohammad Saaim's Mandate and receive full honorarium

20230617-30 Passed in unanimity



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

7. ANNOUNCEMENTS & VERBAL REPORTS

Saaim Iktikhab: So many of the announcements are justified and I am currently more lenient since it's summer but once September starts the meetings will continue to be hybrid so we can accommodate everyone and justified will not be as common they will actually be counted as absences. And after your third absence you will be asked to resign from the ECA.

Elsa Younes: Please come to the photoshoot. So next Saturday around 11 I will send an email. Location TBA in the email and everything. That's all I can think of right now.

Tharushi Rathnayaka: We had rep orientations last week that went well and we also had crash courses where 70 people registered.

Marissa Profetto: No announcements

Mohamed Bedair: No announcements

Seif Bedair: We are officially registered and we have new directors so booking should be done faster hopefully

Shannon King-Richards: No announcements

Jainam Shah: No announcements

Ahmad Obeid: No announcements

Mohamed Saad: No announcements

Maria Fernanda Amezcua Moreno: No announcements



Board of Directors Meeting

Saturday, June 17th, 2023

B-annex meeting, Concordia University, Montreal, Canada

Sierra Campbell: I am back from vacation so I will be more present from now on so if you need any advice or have any questions I am here to help all of you.

8. ADJOURNMENT

Mohamed, seconded by Marissa, motions to adjourn the meeting.

Meeting adjourned at 6:53pm