Gaia Executive Meeting Minutes– March 27, 2014

1. Attendance – Nicole, Felix, Ros, Becca, Emma, Amy. Year reps: Laura, Kaylan. Not present: Leo, Levi.
2. President updates
	1. PRT
		1. Backback to briefcase event went well.
		2. Forms for arts retreat will be out soon. It will be 40$ a person. It is possible that this cost has changed… but what was said at this time was 40$. Nicole will keep everyone posted – if it stays 40$, then gaia will likely subsidize. They decided not to do TShirts… but the cost was raised 5$.
		3. DLS talked about their online elections this year. They had 40% voter turnout. This is something to consider for incoming exec. Sounds like the process involved was difficult. They used survey monkey… had to get everyone’s student numbers beforehand… and there was a really long tally process. Would be a good long term plan, but may be difficult short term. They are also holding a cocktail party on april 4th, 10$ for drinks and food. Friday the 4th, there will also be a 7PM mixer at the Hilltop with religious studies students, before the kegger (which there is no location for yet) .
		4. Religious studies had a cool journal this year, which be neat for us in the future perhaps.
	2. Elections
		1. Debrief: We had 47 voters which is a record, congrats everyone! Anyone have anything we could improve on for next year, or anything we could change? Anything good we should repeat next year?
			1. Emma: Maybe have extra ballots ready.
			2. Laura: For when you have to get signatures for candidates, earlier would be better. If we could start getting them at the whine and cheese night, that would be a bit easier – and a good way to mingle.
			3. Nicole: This election proved that if you talked to someone individually, they are more inclined to run. So definitely in the future try and maintain this.
			4. A student made a suggestion to Nicole on Election Day, and he was saying how it would be very beneficial for one person to be the leader from gaia for next years Geo-olymp. One identified leader he felt would be beneficial. Katheen has already volunteered to take on this role. This person would provide a transition report at the end of the year for the next group. Very good suggestion.
	3. VP Internal Affairs vs Secretary
		1. Lots of good feedback to Nicole, recap is as follows;
			1. Thinking of changing the role of the secretary in the constitution for next year [section 5.8] – either adding some roles to the secretary role- or adding in a VP internal. Consensus is that we should keep the name of secretary but add in some extra roles.
			2. A good point to keep in mind is that secretary plays a good role as being a good transition position for someone who is new to Gaia, or doesn’t have the most time, but still wants to be involved. So it will be important to maintain that, while still perhaps adding some small tasks.
			3. Other suggestions were; they would manage all bookings (maybe not necessary), does all purchasing (would be valuable), would do all reminders (would be valuable), would be available for quality control (Maybe not necessary), sending out updates to year reps - helping to keep them more involved (could be helpful), possibly offering more support for apparel (could be helpful).
				1. **Nicole Motions to modify Secretary role [section 5.8 of constitution] to include purchasing responsibilities, as well as sending out info and keeping year reps up to date.**
				2. **Seconded by Ros**
				3. **Vote: 4 for, 0 opposed, 2 abstain.**
				4. **Second reading will be next week.**
				5. **If anyone feels between now and then that we should make any other modifications, let Nicole know.**
	4. Arts Showcase
		1. Congrats to Gaia – we won 300 $, for being the most philanthropic MA. We got a nice certificate. We got the overall prize.
		2. Unfortunately they made a mistake – they were supposed to announce the winners of the field camp scholarship. It doesn’t look like the winners were successfully contacted by safa, so that they could attend the event. Which is really too bad. They also didn’t actually mention the winners at all, it seemed like they may have even forgot their names. An apology was made to Nicole afterwards.
		3. Overall it was fine, different from previous years.
	5. Transition – lots of suggestions were given for transition. If ros could touch base with leo and make a final copy with both peoples stuff in it, that would be great
		1. Group transition: Should we do same as last year? Doodle was sent to incoming this week, will be sent to outgoing later. The april 15th looks like the most likely for the social transition meeting – Nicole will send out doodle to confirm. We will be merging this with the formal event where we need to go over - over MA things, vs SAFA stuff, what are levees all about, what are audits about, what’s a bod… general housekeeping to get everyone on board – can we make it one evening thing? Yes – formal, and social event will be combined.
	6. BOD on Sunday – then Exec appreciation Sunday March 30. It’s in Café alt – should be around 8 ish. Everyone on exec is invited.
	7. Thank you letters: to grad students for all their help, to the faculty, for helping with wine and cheese for helping us. Becca will do those, and bring them to next meeting so everyone can sign them.
3. Secretary update - nothing
4. VP Uni Affairs update
	1. Still waiting on a picture to give to Nico.
	2. Leo made a nice sign for the library.
5. VP Communications update
	1. Apparel date – no response to Ros yet from the company. She will follow up with him.
6. VP Social update
	1. Climbing
		1. Debrief: Very successful. Great job. Lots of people that don’t usually come came. So it was good.
		2. Felix: Maybe a different location next time – the staff were a bit mean.
	2. Hike
		1. Exciting Bus news! Safa has agreed to pay for a second bus if we get enough people. Leo has a wait list started, so once that list gets to at least 20, we will promote the second bus and safa will pay it.
		2. Promo! Felix will get snacks.
7. VP Finance update
	1. Amy: A little bit behind on paperwork. She is going to use it as a transition activity for her and Laura to do together, as a learning activity.
	2. Cheques for Linguistics – from the scavenger hunt. Amy will write the cheque, and then put it in her mailbox.
	3. Get money from department
		1. Emma
	4. Get invoice from Nicole
	5. Money from Grad Students from Nicole
8. Questions/uncertainties/etc - nothing
9. Varia – nothing