**Gaia Executive Meeting Agenda – March 14, 2014**

1. Welcome!
2. Attendance
	1. Nicole, Emma, Levi, Ros, Amy, Leo
	2. Regrets: Becca, Felix
3. Computer
	1. Internet
		1. Key for the internet- Amy has it and she’s going to check if it works after the meeting
4. President updates
	1. Green umbrella
		1. Campus Master Plan
			1. Open forum went well
			2. Questions available on the blog, ask or answer questions about how this campus master plan is being built, how sustainability is being involved etc.
			3. Spread the word to take part in question period
			4. Uottawamasterplan.ca
		2. Law students doing coffee house for eco-justice (campus group to help with environmental law initiatives)
			1. Trouble finding people to take part in coffeehouse
			2. Find people who would be interested in partaking in coffeehouse in 1848 at the end of the month
			3. Donate money to attend
			4. Send information to Charles and Marco
			5. Ros has a name, she will send it to Nicole
			6. Anyone who knows someone who is interested send to Nicole
		3. Law conference went well
	2. Dept Meeting
		1. Town hall
			1. Changing the philosophy and English credits
			2. Anglophone must currently take lit and writing course
				1. Add writing course and scrap the lit course
			3. Levi suggests a course he took in second year- research course- to replace English literature
				1. CDN 2300- Methodology of Documentary Research in Canadian Studies
		2. 125th anniversary of Arts, looking to create a bursary, donation program where donations will be matched
		3. MGEG program has officially been cancelled (course-based masters program)
		4. Geomatics major program is officially cancelled- had to make a decision before March 18th
			1. Offer 4 instead of 6 courses offered in general in GIS
			2. Alternate English and French
		5. Co-op reports will be electronically submitted starting this semester
		6. Standardized academic advisors within the Arts Faculty within the next two years
	3. Elections
		1. All Candidates Meeting
			1. See separate document
		2. Campaign period March 17-March 21h
		3. Voting Day March 21th 8:30am-5pm
		4. Ballot counting March 21st at 5pm
		5. Announcement of incoming exec March 21st prior to Climbing Event
		6. Rules and regulations
			1. Nicole will send Leo the rules to translate by Sunday night
			2. Vote on how executive is to act during campaign period.
				1. To keep opinions to you, no formal stance, nothing

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* + - * 1. Allow for opinions to be voiced but not formal stance on candidacy

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* + - * 1. Abstentions

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* + - 1. Should we allow candidates to set up a table and give away goods? Coffee, baked goods etc.
				1. Ros thinks it is okay, but they should organize it by the rules of the University as long as they take on their own responsibility
				2. Leo says it is okay but not on election day
				3. Levi says we should make sure everything is done independently
				4. Nicole agrees
		1. Nicole will get a table for elections day as well as a schedule for the ballot table
	1. Gaia Relay team
		1. Raised $620
		2. Good Job!
1. Secretary update
2. VP University Affairs update
	1. UART update
		1. Archives
			1. Bring 3 things to the BOD
				1. Wine and Cheese invite
				2. T-shirt or Mug
				3. Pick a picture and print it
	2. Library
		1. Follow up on book returns etc.
		2. Start considering method for getting additional books
			1. Nicole has an incentive proposal
				1. For every book they drop off, give them a ticket and at the end of the semester we draw for a free apparel or mug
				2. Ros says a sweater (one of the sample sweater)
	3. Scholarship
		1. Recipients to pick up cheques
			1. Levi or Amy will bring Katie her check
3. VP Communications update
	1. Apparel
		1. Ros says there are 6-7 orders for sweaters
		2. Wondering if there are more forms?
			1. Felix
		3. Try to get 2-3 more forms in order to get 10
		4. Deadline Monday night
		5. Ros will update Nicole by Tuesday
		6. Keep trying to sell apparel!!
	2. Newsletter
		1. Campus master plan survey
		2. Climbing
		3. Elections
		4. Hiking
		5. Library
4. VP Social update
	1. Climbing
		1. Levi asks if everyone meets at Café Alt or have someone at Vertical Reality to greet
		2. Meeting time is at 6pm at Café Alt and if you can’t make it meet at Vertical Reality, will be there by 6:30pm
		3. Walk or bus depends on weather
			1. Advertise bring your bus pass
		4. Based on what Felix says it will be a group fee, pay the fee and the equipment is free
		5. Nicole asks, do we tell people to say they’re with Gaia if they come late or only get the group fee if they come with Gaia
			1. Levi will call them to finalize
	2. Hike
		1. Levi has never actually been to a hike - . -
		2. Nicole suggests we go somewhere different than last time
		3. Levi and Felix will figure out a trail and parking place for the bus
		4. Levi was thinking of doing a variation to the hike
			1. Incorporate some sort of game
				1. Early Easter egg hunt
			2. Come up with some new ideas next meeting
			3. Ros doesn’t think it should be competitive
			4. Keep in mind some people like to just walk around
		5. Get quotes for busses as well
5. VP Finance update
	1. Nicole has a check for Amy that she will put that in her folder ASAP
	2. $2600 currently in the bank + two levee checks at $5330, not including petty cash
		1. Back to what we started with at the beginning of the year
6. Questions/uncertainties/etc
7. Varia
	1. Levi wants to talk about transition ASAP
	2. Nicole wants us to start transition reports
		1. Questions about it ask Nicole
		2. Socials and Comms should make a combined report (in English and French)
		3. Nicole wants formal copies to keep in the office