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**The regular weekly meeting of the Dawson Student Union was held on Thursday the 15<sup>th</sup> of October 2020 at 20:00 by videoconference. The Chairperson presided over the meeting. The Deputy Chairperson recorded the minutes.**

**Present:** Kevin Contant-Holowatyj, Alexandrah Cardona, Noah Lemaire, Amelie Chornet, Nicole Vega Rivas, Leana Ramirez, Sarah Bensemana, Valeria Sygal, Danahe Orduna Martinez (until 20h59)

**Absent :** Danahe Orduna Martinez (after 20h59)

**Guests :** None

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## **Agenda**

- 1. Adoption of the agenda**
- 2. Reading and approval of the minutes for the September 28th and October 7<sup>th</sup> regular meetings**
- 3. Director reports**
  - a) Chairperson
  - b) Deputy Chairperson
  - c) Treasurer
  - d) Director of Internal Affairs & Advocacy
  - e) Director of External Affairs
  - f) Director of Mobilization & Communications
  - g) Director of Clubs and Services
  - h) Director of Student Life
  - i) Director of Sustainability
- 4. Special committee on DSU transition report**
- 5. Old Business**
  - 5.1** upcoming selection process for the Chief Electoral Officer
  - 5.2** Platform for DSU Executive Committee communications
  - 5.3** Planning the Fall General Assembly
  - 5.4** Information session/training for Google services
- 6. New Business**



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- 6.1 Budget
- 6.2 Marianopolis Reconciliation Circle collaboration
- 6.3 CASAQ meeting summary and discussion points
- 6.4 Salvation Army collaboration
- 6.5 Office Hours
- 6.6 Standing rules of the executive committee regular meeting
- 6.7 Housekeeping points

## **Minutes**

### **Meeting called to order at 20h07**

#### **1. Approval of the agenda**

- Kevin moves to modify point #9 (“Budget”) in order to encompass a motion on the finance subcommittee

#### **2. Reading and approval of the minutes for September 28<sup>th</sup> and October 8<sup>th</sup> September 28<sup>th</sup> 2020 minutes**

- Kevin moves to add a specification regarding the doodle poll for the executive committee regular meetings

Minutes adopted with modifications by unanimous consent

#### **October 8<sup>th</sup> 2020 minutes**

- Kevin moves to add the director report summaries
- Kevin moves to add the transition committee report summary
- Kevin moves to add the vote count for HR committee motion
- Kevin moves to add Amelie’s consent for the coordination of clubs meetings
- Kevin moves to add the specification that the photoshoot committee remain “unofficial”

Minutes adopted with modifications by unanimous consent

#### **3. Weekly director reports (20h35)**

##### **a. Chairperson**

- Kevin declares a potential conflict of interest as he occupies a position on the board of Jeunes Liberaux du Quebec
- Kevin explains that throughout the week he has met with the union’s staff members and is familiarizing himself with the collective agreement as well as the human resources software



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- Kevin outlines that he has contacted every director concerning the development of their annual plans
- Kevin submitted the DSU's mandate to Patrice Blais LL.B and subsequently held a meeting with the lawyer to discuss the college's proposed protocol agreement
- Kevin describes the meeting with the previous Chief Electoral Officer to formally discuss the executive committee's motion to dismiss them from the position (an extension of six business days was allotted for the transfer of property)

### **b. Deputy Chairperson**

- Alexandrah outlined her various duties on the transition and HR committees
- Alexandrah accompanied the Chairperson and Treasurer in their various meetings

### **c. Treasurer**

- Noah and the HR committee attended a meeting with the bookkeeping software representative
- Noah explains that the union's credit card has been approved and signing officers will each receive access to the account, meanwhile debit cards have already been received
- Noah is in the process of reviewing the union's active insurance policies

### **d. Director of Internal Affairs & Advocacy**

- Leana held a meeting with Sarah and Gustavo to discuss ideas concerning a sexual harassment resource centre and a possible association committee for BIPOC, among other topics

### **e. Director of External Affairs**

- Valeria attended the first CASAQ meeting of her mandate
- Is in talks with the Marianopolis Student Union concerning collaborations

### **f. Director of Mobilization & Communications**

- Danahe is organizing the unofficial committee for the new directors' photoshoot, the photographer has been selected and their rate is \$80/hr, a doodle poll will be sent to the committee
- The college has asked DSU to make a post promoting the new financial aid bursary for the upcoming week

### **g. Director of Clubs & Services**



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- Amelie held a meeting with Billi Jo from CLL and attended a group meeting with the Plant regarding the digitalization of their archives
- Amelie is in the process of revising the clubs standing regulations and constitutions

#### **h. Student Life Director**

- Nicole held a meeting with Michelle and Billi Jo from CLL to discuss collaborations, including Halloween activities, and to organize prizes for students
- Nicole is in touch with the Vanier College Student Association regarding intercollegiate collaboration for events (their new student life executive will be taking office on October 19<sup>th</sup>, she will reach out for further contact more after that date)
- Nicole explains that she has received information from external organizations regarding their volunteer opportunities for students
- Nicole intends to organize a conference or workshop for students interested in volunteer organizations (to replace the annual fair held on campus)

#### **i. Sustainability Director**

- Sarah attended the meeting with Leana and Gustavo where she took note of information for her director's plan, she was particularly interested in the discussion regarding resources and materials provided by the Hive Center
- Is in the process of planning for environmental workshops

#### **4. Special committee on DSU transition report**

- Alexandrah summarized that the transition is entirely complete and the committee has expired

#### **5. Old Business**

##### **5.1 Upcoming selection process for the Chief Electoral Officer**

- Nicole moves to create a special committee for the selection of a CEO that would be comprised of three members of the executive committee: Alexandrah Cardona, Nicole Vega Rivas and Leana Ramirez. The committee will be chaired by Alexandrah. The committee will be mandated to recommend a CEO nominee to the executive committee following meetings with proper formatting (according to Robert's Rules) and recordings of minutes. A final report that will include a summary of the process will be submitted to the Executive Committee once the mandate is complete

Motion adopted by unanimous vote

##### **5.2 CASAQ meeting summary and discussion points**



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- Amelie moves to create standing regulations that would allow for secondary representatives to liaise with external organizations on behalf of their respective clubs. These representatives will be required to notify the director of external affairs or director of clubs and services regarding these communications. These representatives will be designated by their respective associations either through their constitutions or by a majority vote of their executive. This standing regulation will be presented for adoption at the next regular meeting of the Executive Committee of the DSU.

Motion adopted by unanimous vote

#### **5.3 Platform for DSU Executive Committee communications**

- Alexandrah moves to postpone this point due to the absence of the communications director

Motion adopted by unanimous vote

#### **5.4 Planning the Fall General Assembly**

- Amelie moves to create a special Committee on the organization of the Fall 2020 General Assembly composed of 4 members of the Executive Committee, Director Mobilization and Communication, Director Clubs and Services, Director of Student Life and the Chairperson. The chair of the committee shall be the Chairperson. The committee will not be required to hold any official meetings and will discuss via social media platforms to coordinate the efforts to organize the event. The committee will disclose the timeline for the General Assembly to the treasurer as soon as it is set. The Fall general assembly must be held before mid-November.

Motion adopted by unanimous vote

#### **5.5 Information session/training for Google services**

- Kevin moves to postpone this point to the subsequent regular meeting

Motion passed by unanimous consent

### **6. New Business**

#### **6.1 Finance**

- Noah moves to create a standing committee on Finances that would be composed of the 3 signing officers of the union; Chairperson, Deputy Chairperson and treasurer. The committee will be chaired by the Treasurer. This committee will stand until the end of the current mandate of the executive committee (May 31st, 2021). This committee will be responsible for all matters explicitly mentioned in the Bylaw XV



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on Finances with the exception of Article 5. This committee will also be tasked with authorizing non-major expenses and the creation of a budget that will be presented to the Executive Committee for a vote and then ratified at the Fall General Assembly. The committee will also be required to provide reports in writing every quarter since the start of the financial year of the union at a regular meeting of the Executive Committee.

Motion passed by unanimous consent

### **6.2 Marianopolis Reconciliation Circle collaboration**

- Noah moves to postpone this point to the next subsequent meeting

Motion passed by unanimous consent

### **6.3 Salvation Army collaboration**

- Nicole moves to postpone this point to the next subsequent meeting

Motion passed by unanimous consent

### **6.4 Office Hours**

- Alexandrah moves to postpone this point to the next subsequent meeting

Motion passed by unanimous consent

### **6.5 Standing rules of the executive committee regular meetings**

- Noah moves to remove this point from the agenda

Motion passed by unanimous consent

### **6.6 Housekeeping points**

- Noah moves to remove this point from the agenda

Motion passed by unanimous consent

Nicole moves to adjourn the meeting

Motion passed by unanimous consent

**Meeting adjourned at 10h20**

**Next meeting: Thursday October 22<sup>nd</sup> 2020 (20h00)**



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A handwritten signature in black ink, appearing to be 'A. Brown', is written above a horizontal line.

Deputy Chairperson

15/10/2020

Date