

**Executive Meeting Minutes**  
**30<sup>th</sup> November 2016**

**Call to order:** 4:05 PM

**Present:** Durai, Bhavreet, Amit Chandra, Ardalan

**1. Sponsored Printing Service:**

Update: DPrint is ready to give 25% discount to ECSGA.

President proposed to have 5\$ per student with a 25% discount from DPrint. The executive committee proposes it to be sent to the budget committee, subject to ratification by the council.

As per Calculation, we have 3812 students in ENCS

Total Amount=  $5 \times 3812 = 19060\$$

25% Discount =  $25 \times 19060 / 100 = 4765\$$

Total amount ECSGA will pay =  $19060 - 4765 = \$14,295$

This amount is subject to change, depending upon the number of students incoming for winter semester.

**2. Purchase of New fridges for student lounge:**

President proposed new fridges (of the size of 10-11 cubic liter) for all EV Lounges with a suggestion of trying this change on two student lounges first.

VP External proposed to have the quotation from market before buying it and the purchase shall be done on Boxing Day and the proposal be sent to budget committee.

President updated that BCEE representative was asked earlier for getting the market quotation which is still pending.

**3. Conference Subsidy for fall 2016:** Until now ECSGA have received 10 applications for fall conference subsidy.

Budget committee recommends to increase the conference subsidy budget from 15000\$ to 20000\$. The recommendation should be passed to Council or further final approval.

**4. Christmas & New Year Party:** Since VP Internal is not present in city for the last working week of December so the Christmas party and new year party should be taken over by other executive.

VP External proposes to have the party outside Concordia, since getting an alcohol permit will be long unsure process.

Until now no executive has taken charge for the event.

**5. External & Internal Events for Winter 2017:**

VP External proposed: Ski trip, Chalet trip to Mont Tremblant for winter semester and a movie night in the month of December 2016.

VP Internal proposed: Winter Orientation in January, Valentine's Day party in February & Persian New year and a social event before finals for the month of March.

**6. Job Fair & Networking Event for winter:** President updated the team that, after discussion with the ECA President, ECA spent \$12000 for the fall job fair. President proposed to share the 25% of the total cost with ECA and should plan a career fair for winter 2017 (January end or February Start).

A proposal shall be passed to budget committee, subject to ratification by the council.

**7. Field trips & industrial Visits:**

VP External proposed to take BCEE & MIE graduates for a industrial visit to steel industry named canam. The industry will be contacted and an estimate of expenses shall be presented to the budget committee, subject to ratification by the council.

**8. Office Records:** VP internal proposed to the team to have proper office record to be maintained in the office for all workshops and external trips, including the money collected by students, subsidized total amount by ECSGA and which amount spent for respective work. The workshops left are primavera workshop and all the external trips.

**9. Meeting minutes of all Committees:** all the budget committee meeting minutes be passed to VP internal as soon as possible.

**10. Diwali Payments:**

VP External proposed to have a written document from President & VP Internal for the accountability of the Diwali payments.

**Adjournment:** 5:00 PM