

ECSGA
Engineering & Computer Science Graduate Association
May 9th 2017
Council Meeting Minutes
EV 2.301

Call to Order: - 9:15 P.M.

**Present: - Jaskaran, Durai, Manmeet, Gurvir, Selva, Masoud, Dhalapathi
Ranadev Reddy Annedi, Hassan, Timir**

Absent: -None

Observers: - Thufile

1. Approval of Agenda for the council meeting.

BIRT Approval of agenda with modifications:

Move item 5 to item 12

Moved by: Durai

Seconded by: Rana

Passed unanimously

**2. Chair's Remarks and Roles and Responsibilities of the Executives
and the Council Members**

The chair addressed the meeting with the welcome note along with every council members.

The president talked about roles and responsibilities of executives and the council members.

3. Discussion on Iftar Party.

BIRT the IFTAR party will be held in the last 7 days of Ramazan may be in collaboration with GSA with an estimated budget of \$6000

Moved by: Jaskaran

Seconded: Hassaan

Passed Unanimously

4. Ottawa Tulip Festival Trip

BIRT Tulip Festival to be held on 20th May 2017 as planned by the previous council.

BIFRT an estimated budget of \$3500. Each bus is costing 760 with taxes. Planned to have food with an approximate \$17/person buffet.

Moved by: Manmeet

Seconded: Durai

Passed Unanimously

5. External and Internal Workshops by Department Representatives

BIRT Department representatives to come up with the internal and external workshops until August 2017 and present in next council meeting with an estimated budget

Moved by: Durai

Seconded by: Selva

Passed Unanimously

NOTE: - Timir Arrived

6. Approval of ANSYS Workshop For MIE Department

BIRT the current council approves that ANSYS workshop for MIE department with the budget which was approved by the previous council

Moved by: Selva

Seconded by Hassaan

Passed Unanimously

7. Scheduling of Office Hours

BIRT office hours will be scheduled by the VP Internal and scheduled according to the availabilities of the council members

Moved by: Jaskaran

Seconded by: Rana

Passed Unanimously

8. Lounge Maintenance Responsibility

BIRT CIISE Representative and MIE Representative will be responsible for taking caring of the lounges

BIFRT an email and Facebook link will be sent to all the members for hiring of the lounge maintenance

Moved by: Durai
Seconded Manmeet

Passed Unanimously

9. Fall Orientation Team and Events

BIRT VP Internal will be In-charge of Fall orientation and team members for the same will be ECE(Hassaan), CIISE(Rana) and MIE(Selva) Representatives

Moved by: Jaskaran
Seconded by: Hassaan

Passed Unanimously

10.Sponsored Dprint Services

BIRT Council moves the DPRINT discussion to the next council meeting

Moved by: Durai
Seconded by: Gurvir

Passed Unanimously

11. Approval of Summer Kick of party held on May 6th, 2017

BIRT the Council approves the summer kickoff party done in collaboration with GSA on May 6th 2017 (50% of the total expense)

BIFRT the budget estimates for the same was approved by majority of council members by email.

Moved by: Durai
Seconded by: Masoud

The amount use for the party is as follows

Budget Details: Thursdays Club: 7272.17

Wrist bands	98.44
DJ	250.00
Total	7620.61

(3500 GSA Paid to Thursdays's club)

GSA Will give us a cheque for 310.30 and ECSGA will clear the remaining (3810.30+310.30=4120.60)

For: Gurvir, Rana, Hassaan, Jaskaran, Masoud, Selva, Manmeet, Durai
Against:
Abstain Timir

Motion Passed

12. Honorarium Payment for the Council

BIRT as of now the council decides to follow the same Honorarium Payment as the previous council (2016-2017) which is \$50 per meeting and \$15/hr and to be discussed further in the next council meeting after the budget committee meeting

BIFRT Max 20 hours for Executives and 15 hours for Department representatives the rest would be considered as voluntary work

Moved by: Masoud
Seconded by: Hassaan

Passed unanimously

13. Timesheet Filling

BIRT Every council member will send the timesheet to the VP Internal by before the end of first week of every month for the previous month. He will combine all the time sheets for the month

and send it to all council members. The council members will be responsible for approving it in the council meeting. Enrooted by the budget committee

Moved by: Durai
Seconded by: Rana

Passed unanimously

14. BIRT the president calls a closed session

Moved by: Durai
Seconded by: Selva

Passed unanimously

NOTE:- Meeting Adjourned in Closed Session

Adjournment: 1 A.M.