

GSA Meeting Minutes– May 21, 2009, 1pm, The Crypt

Present:

Lindsay Thomson – President (via skype due to illness)
Shera Birnbaum – VP Finance
Rathika Patankar– VP Student Affairs (Science)
Kathryn Hargan– Interim ENLS Representative
Kaitlin Breton-Honeyman - Senator
Andrew Farnsworth– VP Executive Affairs
Allison Hayward– VP Communications
Lisa Pollock– VP Operations

Absent:

Julia Lane – VP Student Affairs (Arts)

1. Motion by Shera: to approve minutes from April 20, 2009 turnover meeting
Seconded by: Kaitlin
Vote: unanimous
2. Motion by Andy: to elect Kathryn as interim Science liaison
Seconded by: Allison
Voted: unanimous
There will be an official election in the fall
3. President Update
 - a. Ontario Presidents and Manager's meeting
 - i. Lindsay would like a member of the GSA to accompany her to this meeting where various topics such as administration issues, organizations, funding, reimbursement for being on counsel, Teaching Assistant position wages would be discussed. The date of the meeting is yet to be determined (June/09).
 - ii. The position of the manager within the GSA is undetermined at the moment but will be finalized once the meeting date is known. GSA members who would be good candidate for the manager position are one of the administrative position (i.e. VP Student Affairs or Operations).
 - iii. Money from the GSA incidentals fund would be allocated to cover the cost of gas to the meeting in Waterloo. Vote not motioned to elect manager position but the vote will take place at later date.
4. VP Executive Affairs
 - a. New Constitution Implementation – The previous GSA made changes to the constitution in May 2008, which came into effect in September 2008. Dates stated within the constitution need to be changed from 2008 to 2009. The website needs to be updated but the constitution must be first approved by the current GSA.
5. VP Student Affairs

- a. The summer BBQ is well attended by science graduate students but arts students find the logistics of getting to the main Trent campus difficult. As a result, the GSA will attempt to host a few events more geared towards the arts graduate students. One popular suggestion was to have an art gallery tour/festival of lights event in the summer. Both the art gallery and festival of lights are free events. In addition, they are both located downtown, increasing the accessibility to both arts and science students. A tentative date would be July 25, 2009 (Serena Rider performing at the festival of lights).
- b. Tentative dates of the summer GSA BBQ is June 17th or June 24th.
- c. Other possible GSA events suggested are ultimate golf at the Peterborough Zoo (free), movie on the lawn or game night at Trail campus. Rathika and Julia will discuss with the arts students what they would be interested in doing.
- d. Trend liquor license update - Doug Evans in charge of handling this issue. The previous GSA (Andrea Maxie) set in motion the steps required to grant the Trend a liquor license (physical assessment of the establishment and paperwork). It is projected that the Trend will have a liquor license by September 2009. It has been suggested that VP Student Affairs (Rathika) meet on with Doug Evans concerning Trail College being converted to a graduate campus, issues regarding the Trend and the Sunrise Café.
- e. Orientation Update - Event suggestions for the introduction for new graduate students week include a walking tour of Peterborough and scavenger hunt (Saturday Sept 12/09) and pub night at the 2nd floor lounge.
 - i. The intro package for new graduate students will include details about the GSA, a description of each position and who holds that position currently, each member's contact information and which positions are open to incoming students. GSA events during the intro week will also be advertised within the intro package in the hopes of increasing attendance (need to be submitted June/09). The package will also include a guide to Peterborough, consisting of a map of the city, pointing out hot spots to visit.
 - ii. GSA to become a water bottle free organization. The GSA water bottle merchandise could be good advertisement for this cause. To further promote this, free water stations around Trent Campus will be well marked and advertised.
- f. Purchase GSA freezer
 - i. A compact but deep freezer is required for storage of GSA BBQ supplies
Motion by Andy: to purchase freezer
Second by: Kaitlin
Voted: unanimous

6. VP Finance

- a. Bursary Update - The new GSA conference bursary covers 100% of the conference fees up to \$250 instead of 50% of total conference expenses up to \$400. This will allow the bursary to be accessible to more students but the proportion of the GSA budget allocated will remain the same (20% of budget).
 - i. The new GSA conference bursary form and guidelines are in effect as of May 1, 2009. The GSA website needs to be updated with the new form as

well as changes to the forms must be made clear to students. The form now includes a section for conference dates and details about the amount of money spent.

- ii. The GSA conference bursary fund currently contains \$850; however, a total of \$2100 is required. The money from Trent University is not deposited until June 2009. There are 3 options to deal with this issue:
 - i) Produce an overdraft
 - ii) Sit on the current bursary applications until the money is received and then reimburse students.
 - iii) Transfer money from the ING account into the bursary account to cover the current bursary applications. Once the university pays the GSA, the money can be transferred back into the ING account.
- iii. Applicants who have been waiting the longest should be reimbursed first. The website and bursary application should state that bursary cheque will be mailed out within 6 weeks after the May deadline.
- iv. The GSA conference bursary is targeted towards students who have no other conference funding (i.e. supervisor). A statement concerning this issue should be added to the bursary application.
- v. Motion by Allison: to approve current GSA conference bursary applications
Seconded by: Shera
Voted: 6 in favour, 2 abstained

- b. Over spending also occurred during introduction week for new graduate students in the fall. However, CUPU provided funding for intro week BBQ. The funding that the GSA receives from Trent is dependent on the enrollment that year. The amount the GSA will receive based on last year's enrollment is \$900 extra. The budget for GSA events such as BBQs and holiday/year end party will remain the same as before. Shera suggested removing \$500 from the ING account and making a long-term investment fund.

Motion by Shera: to create long-term investment fund

Decided to hold off at this point.

- c. The microfilming account was under budget last year; however, a large bill will be coming from the microfilming of graduating student thesis. Every graduate student's thesis must be microfilmed. There are approximately 90 students per year whose thesis must be put on microfilm (\$42.55/student). If a portion of the funding from Trent (\$52/student levee) goes towards Trail College, we need to make sure the cost of microfilming is still covered.
- d. The Honorary Executive Account is for people who help with GSA events and program representatives. Nic Robar and Nick Fockler received honorary executive money (\$50 each) last year. This fund will be increased by 10% in the current budget (\$1600).
 - i. GSA merchandise will be provided for volunteers helping with GSA events
- e. The Symons Series, Organizations, Communications and Incidentals budgets will all remain the same as the previous year's budget.

7. Symons Seminar Series - Recruiting strategies were briefly discussed including sending out e-mails, placing notices on the GSA website and providing contact information for Kathryn if students require further information. If there are science students interested in being involved, the executive position are filled; however, other positions such as abstract selectors are still available.
8. Schedule June meeting
 - a. The next GSA meeting will be held Thursday, June 25, 2009 at 1 pm in the Crypt.
9. Other Business
 - a. There is a constitutional changes committee chaired by Andrew. It was suggested that all executive GSA members read section 7 in the new constitution to provide feedback before the meeting at a spring/fall AGM.
 - b. GSA meetings – It should be made more clear to other graduate students that GSA meetings are open to non-members. GSA executives should encourage program representatives and other committee members to attend, but that it is not mandatory.

Motion by Kaitlin: to conclude meeting

Second by: Andrew

Vote: unanimous

Meeting adjourned