

## **MINUTES of Trent Graduate Students' Association**

**Meeting date:** Wednesday, September 28, 2011

**Call to order:** An executive meeting of the Trent Graduate Students' Association, was held in Scott House Senior Common Room on September 28, 2011. The meeting convened at 7:00 PM, President Karen Gillis presiding, and Shanel Raney, VP Operations.

**Members in attendance:** Bethany Hunt, Kristen Schultz, Megan Lloyst, Jason Henry, James Lisowski, Diana Kouril, Hilary Fast, and Julia Smith

**Guests in attendance:** Kaiti Nixon and Kyle Morrissey (first year rep candidates).

**Members not in attendance:** Robert Arkell and Agnès Pelletier,

*Motion* to approve agenda → Karen Gillis; Seconded by Megan Lloyst – Passed Unanimously

*Motion* to approve September 21, 2011 minutes → Karen Gillis; Seconded by Megan Lloyst – Passed Unanimously

**Conference Bursaries:** Kristen Schultz

- A total of 11 students handed in the form on time, while 4 handed in forms late. Two of the late students emailed over five days past the deadline saying they had forgotten, while their forms were handed in the day before.
- Three options:
  1. Ignore late applications, then all on time applications get the full requested amount of \$250
  2. Give all reimbursements: 50% to the late applications and 80% to the on time applications
  3. Or only give some to who emailed plus the on time applications: 50% to the late applications and 90% to the on time applications
- Hilary Fast, James Lisowski, and Julia Smith: All suggest that we should respect deadlines and refuse late comers as we have deadlines for a reason.
- *Motion* to fund students who handed in applications before the deadline to the maximum amount available and late people not receive refunds. → Kristen Schultz; Seconded by James Lisowski, Abstain: Julia Smith; rest passed unanimously

**Intramural Graduate Teams:** Kristen Schultz

- Graduate student teams requested money for intramural fees a total of four teams at \$480, with a total of 45 people on the teams; previously approved in GSA emails. Also of the funds if the teams behave then the GSA will get \$40 back from each team (\$160).

- *Motion* to fund \$480 from conference and group support → Kristen Schultz; passed unanimously

**Presidents Meeting:** Karen Gillis

- Talked about restructuring CASSC: there is a page in drop box about the restructuring if executives would like to make any comments.

**Training Day:** Karen Gillis

- Reminder: training day October 16<sup>th</sup> (10am – 5pm), point of meeting to understand how the university is run.

**Incorporation:** Karen Gillis

- All in place just require a signature from executives to make us directors. This makes us able to sign things as the GSA and not our own names. Next step is for the forms to be sent in and we will receive the paten.

**Bylaws once Incorporated:** Bethany Hunt

- Will have one with multiple points. Would like everyone to read over bylaws, which will be located in drop box folder. Need to know if there are any changes to be made because they will be shown at the general meeting where they will be voted on.
- Changed director's bylaws so that people have to give two weeks notice before they leave. Also added a bylaw of elections and about nominating/voting.
- Structure of board of directors: had two options last year. James Lisowski and Hilary Fast: last year decided on 17 members not the 22 member option.

**Health Coordinator Funding:** Kristen Schultz

- Beth Evans, the Health Coordinator, has requested more money to be put into the emergency fund as well as her honorarium. She would like the GSA to match what graduate students put in, \$500 for her honorarium and \$1000 more for the emergency fund.
- Would have to take the money from the long term budget, because we could drain our bank account dry for the year because we get our money in threes. We could wait until we know our financial standings for the year. This health plan coordinator position will be more costly this year due to this being the first year. We could also just pay money into the honorarium and not to the emergency fund if we don't have the funds, Hilary Fast and Julia Smith.

- Kristen Schultz: key information is that there was no contract made and we don't know how much she'll be working. Also this is a student organization so we don't have actual hired members. Also we have to remember that last year the GSA had budgeted \$5 per person on the health plan to pay for the honorarium. In the future the GSA should probably make the position an elected one so the GSA won't have to pay excess money.
- *Motion* to take \$500 out of long term savings for honorarium and wait on putting money into the emergency fund. → Kristen Schultz, seconded: Hilary Fast, passed unanimously.

**Committees needing an executive to join now:** Karen Gillis

- Research ethics: meetings 1/month
- Teaching award subcommittee
- Graduate studies committee: need a MSc student
- Office of vice president: dean of sciences and dean of arts – about 3 to 4 meetings
- Julia Smith: suggests for GSA to approach the University for a Stipend for students who sit on committees.

**CUPE update:** Julia Smith

- Town hall meeting can attend if you like
- Caucus meeting important to go and hear about, also there will be free food (September 29, 2011)
- Need two bargaining members: \$27/hour about 10 hours/month

**The Trend:** Julia Smith

- Graduate student space but it is hard to get access to it and would really like something to happen to the food, either a change in the owner or a change to the menu.

**PSE Meeting:** James Lisowski

- Covered parking at Trail (lack of)
- Brought up the idea of opening up Scott House space: but people are worried about vandalism. James suggested changing the keypad to a swipe card so the specific person using the room will be recorded.
- Also want to look into making events for committee to support.

**Next Event:** Megan Lloyst

- October 16<sup>th</sup>: Gabys will be raffling off Buffalo Bills tickets and will have drink deals for graduate students.

**New BBQ:** Shanel Raney

- GSA should invest in a new BBQ as the old one is not functional. Megan Lloyst and Shanel Raney will look into pricing a new BBQ.

**Adjournment:** The meeting was adjourned at 8:15 PM.

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VP Operations  
Trent GSA

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Date of approval