**MEETING MINUTES**

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|  | **Meeting:** | 19th GSA Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | February 26, 2019 | **Time:** | 10 | 12pm-1pm | |  |
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|  | **Minutes Prepared By:** | GSA Secretary | **Location:** |  | HAC HA314-12 | |  |
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|  | **1. Meeting Objective** |  |  |  |  |  |  |
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19th GSA Council Meeting

**2. Attendees**



Council Members: Uttkarsh Goel ,(President), Vinayak Kohli (VP Academic Affairs and External relations

Management Members: Dr. Colin Neufeldt , Dr. Barbara Van Ingen

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| 3. Agenda and Notes, Decisions, Issues | |
| Topic | **Discussion** |
| Election Issues | * Dean Colin opened the session with the discussion to discuss the election issues * Dean Colin advised GSA council to be present on the candidate election forum to be commenced on March 1st at 4pm to discuss the proposition. * Secretary further presented the by-election policy to the council * President suggested to include the background check information in the policy and Secretary agreed to the same * Dean Colin further suggested to include on what circumstances by-election will trigger * Dean Colin further asked to meet ERO to collect the list of eligible active members of GSA and submit the list to Dante for election which is scheduled on 12th March to 14th March |
| Finance Issues | * Dean Colin further shared Finance policy is in place and praised VP Finance for the hard work and asked to document every spending in form of resolutions * Dean Colin asked the council about the budget and if the money is transferred after the Census day * President replied the money has not been transferred for this semester yet after the Census Day |
| Other Issues | * Dean Colin further moved the session and asked the council to update the website with election information and accomplishments in official website * The council was asked to prepare the handoff documents and share in the google drive * Dean Colin further suggested new council members can shadow in the meetings to familiarize with the GSA activities * Dean Colin also suggested new council to prepare a HR Policy and to mention it after elections |