**MEETING MINUTES**

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|  | **Meeting:** | GSA General Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | July 2, 2019 | **Time:** |  | 12:30PM to 01:30PM |  |
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|  | **Minutes Prepared By:** | GSA VP Student Life | **Location:** |  | HA 206 |  |
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|  | **1. Meeting Objective** |  |  |  |  |  |  |
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GSA General Council Meeting

**2. Attendees**



Council Members: Rajat Wason(President), Akash Chavda (VP Finance), Jasmine Kaur Gill(VP Student Life).

Management: Dr. Colin

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| 3. Agenda and Notes, Decisions, Issues |
| Topic | **Discussion** |
| Referendum & Resolutions | * The meeting was begun by Dr. Colin and he congratulated all the GSA members for the overall success of the Table Tennis Event.
* Resolution to pass regarding the debit limit on GSA debit card.
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| Finance Issues | * Dr. Colin asked Rajat about the status of Justin’s work. Rajat said that he needs to check the finance policy.
* Dr. Colin asked Rajat and Akash if they think thousand dollars is a justifiable amount for Justin’s work.
* GSA President Rajat asked Dr. Colin for being able to use the GSA debit card.
* Dr. Colin suggested that GSA should draft a resolution and the let him have a look at it. Also, get input from the bank before finalizing anything.
* Also, it was decided that the debit card limit would be set at $500 per month initially. But it could be increased later if need be.
* Also, Insurance will be taken for GSA after completion of financial statements.
* Dr. Colin said that he would talk to Christine about the status of the reconciliation process.
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| Orientation  | * Dr. Colin enquired regarding the preparation for the upcoming fall orientation. He was informed that Jasmine and Rajat have a meeting with Keely Cronin, the director of Student Life and Learning, this afternoon, for the same.
* It has been decided that Tom Corcoran, the CUE graphic designer, would be designing and ordering the t-shirts for fall orientation.
* Dr. Colin was informed that GSA volunteer t-shirts have been ordered by Tom already.
* Dr. Colin said that for the upcoming student fall orientation, the MISSM MISAM coordinator will need to be present there for briefing.
* Dean suggested to send an email to Dr. Alison to confirm somebody who will be talking there about the program.
* It was decided that Dr. Colin would be sending out RSVP emails to the prospective students where they could provide their t-shirt sizes.
* Also, Dr. Colin suggested that the Jasmine and Rajat should look at the previous council’s orientation notes which would help the present council in planning a good orientation.
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| Miscellaneous  | * Dean was informed that there would be a meeting with the students of Master of Education coming Friday where GSA will give a brief presentation introducing themselves.
* Dr. Colin said that the GSA Council website needs to be updated.
* GSA President Rajat asked for suggestions for the Open House that is to be organized in the month of September.
* Dr. Colin suggested to get just one table with at least 2 representatives present there and get some handouts for the same.
* Dr. Colin was informed that GSA is recruiting volunteers for Airport Welcome booth.
* GSA President Rajat informed Dr. Colin that all the GSA Members have signed up for the Buddy Program planned by the International Office
* The members would be helping the newcomers in settling down here in Canada.
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