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Annual General Meeting

October 2022

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| Meeting | Annual General Meeting 2022 |
| Date | 27 October 2022 |
| Time | 7:00pm to 8:00pm |
| Minutes to be Prepared By | Sabrina Prova |
| Location | Google Meet - meet.google.com/nop-znsp-djv |

**Meeting Objective**: GSA Annual General Meeting 2022 (AGM)

1. Call to order and Declaration of Quorum
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Previous minutes of meetings – AGM 27th October 2022
5. Report from President
6. VP Finance Report
7. Fall 2022-2023 Budget
8. Financial Statements
9. Audited Financial Statement
10. Adjournment

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| Meeting | Special General Meeting 2022 |
| Date | 22 February 2022 |
| Time | 7:00pm to 8:00pm |
| Minutes Prepared By | Lillian Behzadi |
| Location | Google Meet - meet.google.com/ejx-svmb-eid |
| Attendees | GSA Council, GSA members, Deans office and GRC Members |

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| **Agenda, discussion, issues and Notes** | |
| **Topic** | **Discussion** |
| **Other Issues** | * Gautam welcomed everyone to the Special General Meeting (AGM). * The session was started by the GRC Representative of MISSM – Mary Kathleen Santos who was the chair for the SGM. * Mary calls for meeting order and Declaration of Quorum. * Mary asks for AGM agenda approval if they are no additional or changes to it. * Hearing none, she then asked for a motion to approve the SGM agenda. * Lillian passed the motion and seconded by James * Mary asked for a declaration of any conflict of interest * Hearing none, Mary further asked for approval of previous AGM minutes of the meeting which happened on November 16, 2020. * All in favor, the minutes for the previous year's AGM has been approved. * Mary asked GSA President - Gautam to discuss more the SGM report with everyone. * Gautam informed everyone about the highlights of GSA   achievements for the past 4 months.   * GSA executives are part of ab-GPAC (Alberta Graduate Provincial Advocacy Group) and were instrumental in reviewing and updating its IT Policy and Code of conduct. Being part of ab-GPAC has provided GSA CUE exposure at the provincial level. * Mary and Gautam asked if anyone has questions regarding the SGM report discussed. * Hearing none, considering everyone in favor motion has been carried. * Mary asked James to continue the meeting discussing the VP finance report. * Bhargava started by informing everyone that   GSA has a total revenue   * of 65,799.88 CAD for opening the fall 2020 budget which includes * James said that the audit report for 2020 was done by independent auditor Karen Akshatha Franklin. * Mary asked for a motion to dispense the VP Finance report * Mary passed the motion and seconded by Lillian * All in favor, the motion has been carried. * Mar asked if anyone has questions regarding the discussed AGM report. * Hearing none, she called to adjourn the GSA 2021 SGM meeting. |

### Report from the GSA President

On behalf of the Graduate Students’ Association, it is our pleasure to report on the activities and endeavors of the association for the year 2022-2023. We are committed in serving the members of the GSA in our best efforts. Anything that needs to be accomplished will require the support of the members. Now that we are on campus and in-person. Several initiatives have been planned and will be taking place in the upcoming months. Updates about the upcoming events and activities will be sent out via email to students, posted on Instagram, bulletin board and the GSA website. The GSA election is coming at the end of the term. Also, we have seen a lot of students interested in services like U-Pass and Health and Dental benefits plan that have added to the student benefits and the U-pass implementation is in progress.

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### Highlights of the achievements of the GSA

1. The GSA President, Neha S Tholar is an active Concordia board member.
2. GSA VP Finance and Services, James Joseph audited the financial statements along with Graeme Southwood from Sigma Accounting Group LLP and is a director for ab-GPAC.
3. GSA VP Academic Affairs and External Relations, Sabrina Prova is a voting member for various academic committees and is the secretary for ab-GPAC.
4. GSA VP Student Life, Rohtash Mangla is responsible for all event executions that take place on campus.
5. There is a Graduate Representative Council (GRC), which comprises of representatives from every graduate program, and Gayatri Uttwani is the GRC Chair and Pramitha Pinto is the secretary for all GRC meetings.
6. Procedures related to Finances are more streamlined and transparent now with suggestions and recommendations from Christine Chan, former GSA Bookkeeper and Graeme Southwood.
7. Significant work is in progress to improve student experience of academic and non-academic pursuits on campus.
8. GSA supports students by contributing to GSA awards, events, and providing funds for activities.
9. The events held so far were successful and benefited the students such New Student Orientation Fall 2022, Mock Interview, and discounted tickets for the Oil Kings hockey game.
10. The participation of graduate students at Thunderfest was ensured by collaborating with Concordia Students’ Association (CSA) by contributing financially.
11. More events have been planned and will be executed in the coming months.
12. GRC will have a Meet and Greet event with the Research Department.
13. Concerns regarding the research resource has been raised and steps are being taken to improve it along with the library department.
14. Giveaways are part of the events to encourage student participation.
15. Individual student grievances have been addressed and will continue to be addressed when approached in-person or through e-mail.
16. GRC members have been approached individually by the council for support and plans to meet in-person.
17. Social media platforms: GSA is actively promoting all CUE based events and the GSA website is up to date. There is also an Instagram account where updates are being posted. You can also reach out to the GSA executives via email or phone. Their information is available on the website.
18. GSA is a member of ab-GPAC (Alberta Provincial Advocacy Council). GSA council members attended the ab-GPAC board retreat meeting at Banff and will be participating in the advocacy week held in November.
19. GSA holds bi-weekly meetings with the Deans office.
20. Some of the GRC representatives are active board members of the faculty council.

**Financial Reports**

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| Sl.No | Name of the Document | Document |
| 1 | GSA Budget 2022 - 2023 |  |
| 2 | Profit and Loss: January – December 2021 |  |
| 3 | Balance Sheet: January – December 2021 |  |
| 4 | Audit Report - 2021 |  |

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## **RESPONSIBILITY OF GRADUATE STUDENTS’ ASSOCIATION**

The Concordia Graduate Students Association is responsible for the preparation, fair and transparent presentation of financial statements in accordance with the GAAP standards and that the statements are free from any material misstatements, whether due to fraud or error.

If you have any questions or would like further clarification of any aspect of this request for bid, please contact me at [gsapresident@student.concordia.ab.ca.](mailto:gsapresident@student.concordia.ab.ca) I look forward to receiving your proposal.

Sincerely,

Neha Sayomina Tholar

GSA President