

**Call to Order: 3:32pm**

**Attendance:** Jonn Olson, Alycia Canada, Ariel Cummer, Faith Manulak

Online: Emma Babiak, Kailee-Rae Delmage, Tasha Swaenepoel, Justice Constant

### **Land Acknowledgement**

Assiniboine Community College campuses and the offices of the ACCSA are located on the traditional territories of Treaty No. 1 and Treaty No. 2, and the shared traditional lands of Cree, Oji-Cree, Dakota, Dene and Anishinabek/Ojibwe peoples, and the homeland of the Red River Metis.

### **1.0 Consent Agenda**

#### **1.1 Approval of Agenda**

#### **1.2 Approval of Minutes of Previous SAC Meetings**

a. 2023.08.08

#### **1.3 Approval of Attendance of Previous Meetings**

a. 2023.08.08

a) **Attendance:** Amanda Hamm, Alyshia Kelbert, Jonn Olson, Alycia Canada, Ariel Cummer, Faith Manulak

MOTION: Be it resolved that the consent agenda be adopted as presented. Moved by Cummer, seconded by Canada, Motion Carried.

### **2.0 Old Business**

#### **2.1 Year End Gala Update**

a. April 11<sup>th</sup>, 2024

### **3.0 New Business**

#### **3.1 Note on Lanyards Poll August 15, 2023**

a. 2000 Lanyards were purchased for \$2247.79.

#### **3.2 Note on Samaritan House Strike Money Poll August 16, 2023**

a. \$1000 will be donated to the Samaritan house in part of the Halloween Food Drive.

#### **3.3 Note on \$1200 Reimbursement Poll August 21, 2023**

a. A scam email was sent out from our ED's name and our student hire asking for a purchase of gift cards to be made. Student hire went and made purchase with personal funds and provided information over email to scammer. This resulted in the student being out this money. Executive council agreed to pay back student hire.

#### **3.4 Note on updated HR Manual August 29, 2023**

a. Has been approved and Hamm will circulate out.

#### **3.5 Sign up for Volunteers**

a. Olson let everyone know there is a sign-up sheet for council.

- b. Reminded everyone that if they volunteer they need to make sure they attend and if they can't make it to let Alyshia Kelbert or Alycia Canada know.

### **3.6 Southport Budget**

- a. A visit was made to Portage and some items were discussed that were needed at this campus.
- b. Water Cooler is wanted:
  - a) Kelbert is looking into the costs of this with Bluemoon- waiting on a quote.
  - b) Need to follow up with Angela on the current water cooler that is at the college.
- c. Need another fridge, popcorn items, storage locker with a lock, a bulletin board.
  - a) Hamm has reached out to Jim about lockers and bulletin board and just waiting for a response.
  - b) Kelbert and Babiak will get a quote for other items.

## **4.0 Executive Updates**

### **4.1 Vice President of Operations**

- a. N/A

### **4.2 Vice President of Engagement**

- a. Finalizing Jingle all the Way to Wellness Bag items are being collected.
- b. STI testing on the 20<sup>th</sup>: Volunteers needed for at least 11:30-1:30pm

### **4.3 Vice President of Diversity & Inclusion**

- a. Trees have not been ordered; Kelbert is still working on this as they are now wanting us to wait until the new year.
- b. Need volunteers for September 28<sup>th</sup>.

### **4.4 Remote Campus Chair**

- a. Meeting with Kelbert regarding communication
- b. Popcorn Day is a possibility.
  - a) Will need to get a budget for this.

## **5.0 Executive Director Updates**

### **5.1 Emergency Money:**

- a. \$25,000 was provided from the college for emergency funds when there was a possibility of a strike. Mark Friesen was consulted and he said we could spend the money how we see fit to benefit students.
- b. Idea's that have been thrown out are: hygiene products, project red and community fridge.
- c. Hamm suggested the following amounts: \$2000 for hygiene products, \$2000 for project red, top up budget for community fridge of \$2000 for the year.

MOTION: be it resolved that SAC allocates \$2000 for hygiene products for our washrooms from the \$25,000 emergency money from the college. Moved by Canada, seconded by Manulak, Motion Carried.



MOTION: be it resolved that SAC allocates \$2000 for Project Red from the \$25,000 emergency money from the college. Moved by Manulak, seconded by Babiak, Motion Carried.

MOTION: be it resolved that SAC allocates \$2000 for the Community Fridge from the \$25,000 emergency money from the college. Moved by Manulak, seconded by Cummer, Motion Carried.

**5.2 Financial Update**

- a. Audit happening in October
- b. Lindsay and Carley(new staff) providing updated service. She has not yet shared an update on what the services are with Hamm and we haven't met Carley. Hamm plans to set up a meeting once we have some space. Hamm would like to see them come to a meeting once or twice a year to give a financial update.

**5.3 Student Hires**

- a. Due to space and gym policy, Hamm is asking if we can put back interviews.
- b. Canada said we should ask Karley Woods if she could use the help now.
- c. Hamm agreed and will follow up with Karley.

**5.4 Bus passe update**

- a. Hamm is meeting with 4 city counsellors and Danielle from the College to discuss our bus pass relationship on September 14<sup>th</sup>, 2023.

**5.5 Welcome activities:**

- a. Welcome BBQ went well. Shared cost with HR and Recruitment office. Served 375 hot dogs about at event.
- b. Happy Hour Event with Alumni Committee
- c. Drink Price
  - a) Canada said I wouldn't go over \$5.00
  - b) Council agrees that \$5.00 is a good price.
- d. Volunteers are not needed for this event as alumni committee is going to do this.
  - a) Canada asked who is doing security. Hamm said the college would be doing so. Canada said no, it needs to be on from us. Hamm is going to ask the alumni committee to do so.
- e. Budget for event.

| Item                | Budget   |
|---------------------|----------|
| Beer                | \$775.00 |
| Entertainment       | \$175.00 |
| Liquor License      | \$100.00 |
| Liability Insurance | \$125.00 |
| Coolers             | \$75.00  |

MOTION: be it resolved that SAC approves \$1300.00 towards the Happy Hour event on September 28<sup>th</sup>, 2023. Moved by Canada, seconded by Faith, Motion Carried.



**6.0 Upcoming Dates, Reminders, & Deadlines**

- 6.1 EDI Movie Night Thursday, September 14, 2023
- 6.2 Elections Nominations Deadline Friday, September 15, 2023
- 6.3 All Candidates Meeting Monday, September 18, 2023
- 6.4 Campaign Period Ends Monday, September 25, 2023
- 6.5 Voting Period Begins Tuesday, September 26, 2023
- 6.6 Voting Period Ends Wednesday, September 27, 2023
- 6.7 Election Results Announced Thursday, September 28, 2023
- 6.8 Happy Hour Event with Alumni Thursday, September 28, 2023
- 6.9 Distribute Orange Shirts Thursday, September 28, 2023
- 6.10 Wear Orange Shirts Friday, September 29, 2023
- 6.11 National Day for Truth and Reconciliation Saturday, September 30, 2023
- 6.12 Office Closed – In lieu of National Day for Truth and Reconciliation Monday, October 2, 2023

**7.0 Open Forum**

**7.1 Advocacy Formal Appeals**

- a. Kelbert gave some information on how formal appeals work and how council members may be called on to attend these formal appeals.

**8.0 Adjournment: 4:32pm**

Motion: Be it resolved that the meeting be adjourned at 4:32pm Motioned by Canada, Seconded by Babiak. Motion carried.

After these minutes are approved in the following SAC Meeting:

**Meeting minutes to be signed by Executive signing authorities**

| Name | Title | Signature |
|------|-------|-----------|
|      |       |           |
|      |       |           |

**Date:**