**MEETING MINUTES**

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|  | **Meeting:** | 4th GSA Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | June 13, 2018 | **Time:** |  | 3:00 p.m. – 5 p.m. | |  |
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|  | **Minutes Prepared By:** | GSA Secretary | **Location:** |  | GSA Office Guild Hall | |  |
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|  | **1. Meeting Objective** |  |  |  |  |  |  |
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4th GSA Council Meeting

**2. Attendees**



Council Members: Uttkarsh Goel ,(President), Vinayak Kohli (Secretary), Sumaiya Nazneen (Treasurer) Erin Archer (Representative)

Absent: Bhupinder Kaur (VP Student Life) and Samuel Ubaneche (Representative)

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| 3. Agenda and Notes, Decisions, Issues | |
| Topic | **Discussion** |
| Meeting Protocols | * **The last meeting was approved by the council** |
| Auditor | * **The President acknowledged the issue of selecting the auditor to audit the previous council for 2017-2018 fiscal year** * **The Secretary pointed out the previous discussion to vouch for the previously selected auditor** * **The President mentioned the auditor is an active member of GSA and shall not audit considering conflict of interest** * **Adding on the discussion, the bylaws were discussed where lack of mentioning about an active member of GSA auditing the previous council was observed** * **The President also mentioned about Accounts section not convinced with the Auditor selected** * **The council therefore agreed to search for a new auditor** * **The discussion for the auditor is scheduled and moved on to the next General Council Meeting** |
| Budget | * **The president initiated the discussion followed by the treasurer for the upcoming budget** * **Treasurer presented budget constraints as GSA shall be expecting budget after the fall orientation** * **The secretary suggested to carry out the fall orientation in the available budget** * **The president for the same discussion suggested to keep the expenses low for the fall orientation as the certain funds shall be allocated for the auditor** * **The council agreed to line up the events for the academic year starting from the immediate fall orientation** * **The council therefore proceeded with the discussion for fall orientation** |
| Spring Orientation | * **The president opened the discussion with the explanation of orientation scheduled for fall semester** * **New students will be welcomed at the entrance and guided throughout the tour** * **President mentioned about the T-shirts to be designed for new students attending the orientation** * **Representative added to the discussion by suggesting inviting volunteers** * **Council decided upon preparing Google Form and circulated to gather interested volunteers** * **Furthermore, council agreed on separate color T-shirts to be designed for new students, volunteers and council members** * **The President mentioned the event will be organized in conjunction with CSA** * **Council agreed upon the newly arrived students to be escorted for a separate orientation solely organized by GSA** * **The tour of the campus was planned by the Council** * **The president pointed out to further discuss about orientation bags to be given away for the students** * **Budget constraints mentioned by the treasurer earlier led to further discussion about the expense for the orientation** * **The Secretary suggested to procure food to be served in the orientation organized by GSA from elsewhere rather than Aramark** * **Due to Aramark being a reliable resource and good terms with Concordia, it was decided Aramark as a partial supplier for the event** * **Representative offered to assist in procuring items for orientation bags to address the budget constraints along with certain packaged supplies to be served in the orientation** * **The council decided on the same and decided to discuss further in the upcoming General Council Meeting** |
| Events for the academic year 2018-2019 | * **The Representative pointed out the events for the whole academic year shall be planned** * **The same was acknowledged and most certain events were listed with approximate expense** |