

## **Executive Council**

Minutes

May 18<sup>th</sup>, 2016

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### **Present**

Alex Dimopoulos

Gar Gar

Connor Goodfellow

Marc Thususka

Blair McCormick

Deanna Berry

### **Absent**

Mikayla Schaffer

#### **1.0 Call to Order**

Gar called the meeting to order at 11:10 am.

#### **2.0 Approval of Agenda**

##### **Motion**

It was moved by Alex and seconded to approve the amended agenda to include item 7.3 HR Matter.

**Motion carried**

#### **3.0 Adoption of Minutes**

May 5<sup>th</sup>, 2016

##### **Motion**

It was moved by Connor and seconded to adopt the minutes from the 5<sup>th</sup> of May.

**Motion carried**

#### **4.0 Reports**

Reports were given by Gar, Alex, Connor and Blair.

#### **5.0 Business Items**

##### **5.1 HR Procedures 18 - 23 – Rachel**

Rachel went through the newly updated HR procedures one at a time. The EC discussed.

##### **Motion**

It was moved by Alex and seconded to approve the HR Procedures 18 - 23.

**Motion carried**

#### **6.0 Discussion and Information Items**

##### **6.1 Team Expectations – Blair**

Blair presented the idea of setting team expectations within the EC. The EC will take a few weeks to come up with specific expectations they have for each other for their term. These expectations will be agreed upon and voted on.

##### **6.2 Office Procedures – Deanna**

Just a reminder that EC are to go to Deanna for IT and Helpline related office concerns. Deanna also reminded the EC that dishes are to be washed and items in the fridge need to be labelled.

##### **6.3 HR Matter – Blair**

**Motion**

It was moved by Connor and seconded to move to in-camera.

**Motion carried**

**Motion**

It was moved by Connor and seconded to move out of in-camera.

**Motion carried**

**7.0 Questions/Adjournment**

Gar adjourned the meeting at 11:54 am.