

GSA Council Meeting

Meeting Details

Meeting purpose	Planning for Events and Follow up		
Document Date	13-01-2017	Document ID	GSA/2017011304
Meeting Location	GSA Lounge		
Meeting Date	13-01-2017	Start Time	16:30

Attendees

Name (Acronym)	Affiliation (Acronym)
Amer Alhalawani	VP Administration
Osaretin Alexandra Ero	VP Finance
Guru Bhatia	VP Communication (he apologized for not attending)

Objectives/ Discussion

GSA is planning for the events and follow up meeting.

Summary of Meeting

No.	Tasks	Responsible	Status
1	President will submit a written document detailing duties to be performed during leave of absence. A motion will be passed and the executive team will vote on this.	Laurett	Closed
2	President will hand over the GSA documents to VPs before leave.	Laurett	Closed
3	VP Administration will contact counterpart on Fredericton GSA to begin preliminary process for new Bylaws for Saint John Chapter.	VP Administration	
4	VP Finance to finalize the budget for previous year and discuss with Fredericton's VP- Finance. Follow up with the new year funding.	VP Finance	Closed
5	VPs to meet Kritika and Kristin at BMO to finalize the signature authorization.	VPs	Closed
6	GSA is planning to organize at least two events in the winter semester.	VPs	
7	President to send request for the Departments representatives election.	VP Finance	
8	Budget for new year to be declared.	VP Finance	
9	Website for GSA to be updated with Biographies.	VP Admin.	
10	Minutes of meetings to be posted on website.	VP Admin.	
11	Suggested date for the event is 27 th Jan, Location to be decided.	VP Comm.	