



**AGENDA**  
**Board of Directors Meeting**  
May 3 2014; 8:00 p.m.  
Kempfenfelt Conference Center  
Innisfil, Ontario

**Chairperson:** Chris Williams

- 1. Declaration of Conflicts 1 min

**Items for Approval**

- 2. Approval of Agenda 1 min
- 3. Approval of Previous Meeting Minutes – April 10, 2014 2 min
- 4. Approval of In Camera Minutes – April 10, 2014 2 min
- 5. Bills & Income Statements – Karen Marasco 2 min
- 6. New Business 2 min

**Action Items**

- 7. Club Kit – Shane Malcolm 5 min

**Point of Interest Items**

- 8. SAC Chats – Shane Malcolm 5 min
- 9. NCSAC Swag – Adam Maiolo/Myra Pisano 10 min
- 10. Promotion Kiosk – Shane Malcolm 5 min

**Items for Decision/Discussion**

- 11. Committee Involvement – Shane Malcolm 5 min
- 12. New Business 2 min
- 13. Agenda Items for Next Meeting 2 min
- 14. Next Meeting 2 min

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[ncsac.ca](http://ncsac.ca)

**AGENDA**  
**Board of Directors Meeting**  
 May 3 2014; 8:00 p.m.  
 Kempenfelt Conference Center  
 Innisfil, Ontario

Present: Jennifer Howarth      Karen Marasco      Chris Williams      Adam Maiolo  
 Myra Pisano      Jennifer Olm      Jordan Chaisson      Shane Malcolm  
 AliceMary Nakiwala      Jasmine Olah      Charles Burley      Jamie-Lynn Gillingham  
 Nick Appelman      Casey Forgeron      Matt Cowell      Brittany Lighthouse  
 Nimisha Sumathi      Tanvi Dave      Megan Paterson  
 Gabriela Hernandez Maltos

This meeting was called to order at 8:14 p.m. and chaired by Chris Williams.

		Action Items
<b>SAC 1.1</b>	<p><b>Declaration of Conflicts</b></p> <p>The following conflicts were declared:</p> <p>None.</p>	
<b>SAC 1.2</b>	<p><b>Items for Approval</b></p> <p><b>Approval of Agenda</b></p> <p><b>Motion made to approve the agenda for the May 3, 2014 Board of Directors meeting.</b></p> <p>Motioned by: Matt Cowell          Seconded by: Jamie-Lynn Gillingham</p> <p>All in Favour, Carried.</p>	
<b>SAC 1.3</b>	<p><b>Items for Approval</b></p> <p><b>Approval of Previous Meeting Minutes</b></p> <p><b>Motion made to approve the minutes from the April 10, 2014 meeting as amended.</b></p> <p>Motioned by: Matt Cowell          Seconded by: Shane Malcolm</p> <p>Discussion: Some revisions are required in regards to the spelling of director's names and re-wording for agenda item #8.15.</p> <p>All in Favour, Carried.</p>	
<b>SAC 1.4</b>	<p><b>Items for Approval</b></p> <p><b>Approval of In Camera minutes from the April 10, 2014 meeting.</b></p> <p><b>Motion made to table the In Camera minutes from the April 10, 2014 meeting until the September Board of Directors meeting.</b></p> <p>Motioned by: Casey Forgeron          Seconded by: Nick Appelman</p> <p>All in Favour, Carried.</p>	
<b>SAC 1.5</b>	<p><b>Items for Approval</b></p> <p><b>Bills &amp; Income Statements</b></p> <p><b>Motion made to accept the Bills and Income Statements as submitted.</b></p> <p>Motioned by: Brittany Lighthouse</p>	

	<p>Seconded by: Nimisha Sumathi</p> <p>Discussion: Karen explained the bills and income statements to clarify some confusion the directors had.</p> <p>All in Favour, Carried.</p>	
<b>SAC 1.6</b>	<p><b>Items for Approval</b> <b>New Business</b></p> <p>None.</p>	
<b>SAC 1.7</b>	<p><b>Action Items</b> <b>Club Kit – Shane Malcolm</b></p> <p>Shane would like to see some changes to the current “Club Kit” before school begins in September. He has done some research into how different schools provide funding for their clubs and would like to see NCSAC’s structure resemble that of Cambrian College. In their model, students submit a proposal of expected expenses for their club to their respective executive council. Each executive council will approve a specific amount for each club based on submission of proper receipts and Monthly Report Forms.</p>	Shane Malcolm
<b>SAC 1.8</b>	<p><b>Point of Interest Items</b> <b>SAC Chats – Shane Malcolm</b></p> <p>SAC Chats will be informal chat sessions held with the team at each campus. Shane implemented this at the NOTL campus last year and found that it worked really well as far as staying in touch with each other’s progress and was a great medium for sharing ideas.</p>	
<b>SAC 1.9</b>	<p><b>Point of Interest Items</b> <b>NCSAC Swag – Adam Maiolo/Myra Pisano</b></p> <p>Adam and Myra will order the swag items for the 2014-2015 school year based on the feedback they received from the board during the September Orientation planning session at the May Retreat.</p>	
<b>SAC 1.10</b>	<p><b>Point of Interest Items</b> <b>Promotion Kiosk – Shane Malcolm</b></p> <p>Shane would like to see NCSAC branded Promotional Kiosks at each campus that will be used for marketing and promotion. These are standalone stations that the directors can use for a variety of reasons and they also act as a more vibrant form of booth displays compared to just the flat tables that we currently use. He believes the kiosks will help SAC attract the attention of the student body. Shane will do some more research and will bring the information he gathers to the September Board of Directors meeting.</p>	Shane Malcolm
<b>SAC 1.11</b>	<p><b>Items for Decision/Discussion</b> <b>Committee Involvement</b></p> <p><b>Motion made to table Committee Involvement until the September Board of Directors meeting.</b></p> <p>Motioned by: Casey Forgeron Seconded by: Gabriela Hernandez Maltos</p> <p>All in Favour, Carried.</p>	
<b>SAC 1.12</b>	<p><b>Items for Decision/Discussion</b> <b>New Business</b></p> <p>None.</p>	
<b>SAC 1.13</b>	<p><b>Items for Decision/Discussion</b> <b>Agenda Items for Next Meeting</b></p>	

	<ul style="list-style-type: none"> <li>• Club Kit – Shane Malcolm</li> <li>• Promotion Kiosk – Shane Malcolm</li> </ul>	
<b>SAC 1.14</b>	<b>Items for Decision/Discussion</b> <b>Next Meeting</b>  TBA.	

There being no other business, the meeting was adjourned at 8:40 p.m.

Approved:

Shane Malcolm  
President