**Meeting Date:** Mar 4th, 2016

**Meeting time:** 17:39 - 20:46pm

**Attendees:** Annie Lalancette (Facilitator), Kristina Parker (FASA), Mark Underwood (SC), Tristan Masson (SAL), Gabrielle Caron (CSU), Christina Bell (SAF), Jes Way (Minute taker), Jeremy Blinkhorn (CSU), Alessandra Willsher (GSA, JMSBU), Abdul Ashour (ECA), Ariel Dabora (SAF CFO), Lana Galbraith (ASFA), Marielle Collet (Alumni)

**Absent:** Olivia Oudinot (CASA), Alice Wei (SAL)

**Action Items for next Meeting:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Owner** | **Description** | **Due Date** |
| A01 | **Everyone** | People to send one liners for the committees (Christina will send out with minutes) |  |
|  |  |  |  |

**Agenda and Meeting Minutes:**

[17:39 PM – Meeting called to order]

1. Welcome and Rollcall
2. Review and approval of agenda:
* Agenda reviewed (Special projects discussion only)
* A motion to approve the agenda was made by Gabrielle, and seconded by Tristan
* Agenda approved
1. Review and approval of the minutes of the Jan 21st meeting:
* Jes corrected error in date
* Motion to approve minutes from Tristan, seconded by Mark (with corrections)
* Vote for acceptance of meeting minutes: 6 for, approved
1. Special Projects’ Allocation and Vote on closed session for applications review:
* Move to go into closed session motioned by Kristina, seconded by Jeremy

*Vote*: Vote 5 for, approved

[5:45 pm: Move into a closed session]

[8:43 Move back to open session]

1. Other matters
	* Concerns with Burritoville extra 15% gratuity and 5% administration
		1. We would have expected them to advise of these additional fees; very expensive bill
		2. Christina will email them
	* Meeting for March:
		1. March 31st or 24th, doodle TBD
2. Adjournment
* Jeremy motions to adjourn, Alessandra seconds.

[Meeting adjourned at 8:46 pm]