



SENECA STUDENT FEDERATION INCORPORATED
Newnham Local Branch Council Meeting Minutes
PUBLIC SESSION

Newnham Campus
SSF Newnham – Coordinator’s Office

October 28th, 2019
5:12 p.m.

Student Representatives Present: (Voting Members)

Juan Pablo Borrero	Coordinator, Newnham/SSF Inc.
Nicole Lentini	Vice president, Newnham/Chair/SSF Inc.
Maria Camila Cepeda Rojas	Coordinator, Newnham/SSF Inc.
Rutvik Soni	Coordinator, Newnham/SSF Inc.

Student Representatives Regrets: (Voting Members)

None

Student Representatives Absent: (Voting Members)

None

Guests Present:

David Inglessis	Club executive/Seneca Marketing Club.
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1. Call to Order

The Newnham LBC Meeting #17 is called to order at 5:12 p.m.

2. Introductions/Announcements

- Maria Camila Cepeda Rojas participates in the meeting by conference call.
- David Inglessis, an executive from the Seneca Marketing Club is present in the meeting to discuss the upcoming Quiz bowl event the club is having.

3. Acceptance of Agenda for October 28th, 2019

It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “that the agenda for October 28th, 2019 be accepted as presented”.

Unanimous

CARRIED

4. Acceptance of Central Level Meeting Minutes

It was MOVED by Juan Pablo Borrero, and SECONDED by Rutvik Soni, “to approve the Newnham Campus Local Branch Council Public Session #14 meeting minutes for October 8th, 2019”.

Unanimous

CARRIED

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to defer the approval of the Newnham Campus Local Branch Council Public Session #15 meeting minutes for October 15th, 2019”.

In Favour 2/Opposed 1

CARRIED

5. New Business

a) Planning of Events

Camila explains in detail the different events that will be happening during the following weeks. The council member discusses the requirements needed for each event as well as the tasks that need to be done prior.

- Volunteers need to be notified about all the events and the list of attendance needs to send for next week.
- One extra staff member needs to be added for the Board Games Night event.
- Karaoke event was suggested to be renamed as “Open Mic Night”.

b) CPR Training Budget Approval

CPR training budget was already approved at the previous LBC meeting.

c) Meeting with Marketing Club – Quiz Bowl Event

- David Inglessis, an executive from the Seneca Marketing Club explained the purpose of the “Quiz Bowl Event” and the different items planned for it.
- The event was planned for November 6th, to raise funds for the upcoming OCMC Marketing competition. Different activities and food sales will occur at the event.
- A new date was suggested, November 11, 2019.
- The club wanted the SSF to provide the space (Senecentre) and DJ for the event to start at 5:00 pm.
- The club can use the money from their SSF account to buy the food for the event, but revenue from the sales need to come back to the account, as well as the original amount withdraw. Funds raised for this event will go towards to costs of the upcoming competition.
- A sponsoring company can come to the event by filling the required form and submitting their insurance coverage.
- Order of pizza can be done through Metro Grill, and Brenda Smith can manage the expenses and revenue of the sales properly.
- One SSF staff member needs to be present at the time of counting the earnings at the end of the event

- Event will take place on November 11th, - 5:00 p.m. – 10:00 p.m.
- Club members will come around 3:00 p.m. to set up
- Set-up Senecentre in theatre style
- SSF to provide DJ and staffing for this event.

It was MOVED by Juan Pablo Borrero, and SECONDED by Maria Camila Cepeda Rojas, “to approve the Seneca Marketing Club event, Quiz Bowl for November 11th, 2019” and for budget required to supply staff for this event.

Unanimous

CARRIED

d) Board Games Night Event Approval

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve \$400.00, tax included, for one extra staff at the Board Games Night Event to take place every Tuesday from 6:00 p.m. – 9:00 p.m. in the Senecentre, for the remaining 6 weeks of the semester”.

Unanimous

CARRIED

e) Open Mic Night Event Approval

This is a new event that we will try for the next 2 weeks and see how it runs before approving it for the remainder of the semester. Open Mic Night will give a chance to students to showcase their talents on stage in the Senecentre.

It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve \$300.00 (\$150.00 each night), tax included, for the Open Mic Night Event on November 13th and November 27th, 2019. From 6:00 p.m. – 9:00 p.m. in the Senecentre”

Unanimous

CARRIED

f) SSF Night Lounge Event Approval

This is a new event that we will try for the next 2 weeks and see how it runs before approving it for the remainder of the semester. Night Lounge Event will give students a place to relax and kick-back on Thursday evenings, light snacks and entertainment will also be provided.

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, “to approve \$600.00 (\$300 x 2), tax included, for SSF Night Lounge Event on November 7th and November 14th, 2019. From 6:00 p.m. – 9:00 p.m. in the Senecentre.”

Unanimous

CARRIED

g) Cineplex Trip

It was MOVED by Maria Camila Cepeda, and SECONDED by Juan Pablo Borrero, “to approve \$4,999.00, tax included, for the Cineplex on November 21st, 2019 from 6 p.m. To 10 p.m., Movie to be selected by council.”

Unanimous

C A R R I E D

h) Radio Purchase

It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve \$1900.00, tax included, for the purchase of 7 radios for the Newnham campus”.

Unanimous

C A R R I E D

i) Club Reviews/Approvals

It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve the sanctioning of the ENGINEERING CLUB”.

Unanimous

C A R R I E D

It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve the ESPORT CLUB event, League of Legends World Championship Party to take place on November 11th, 2019”.

Unanimous

C A R R I E D

j) Other Business

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, “to approve \$3300.00, tax included, for the purchase of 8 table cloths for the Newnham campus”.

Unanimous

C A R R I E D

It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve \$400.00, tax included, for the Christmas Food Drive Event”.

Unanimous

C A R R I E D

6. Items to be Taken to the Central Level

None

7. Date and Time of Next Meeting

November 4th 2019
SSF Newnham Boardroom
5:15 p.m.

8. Adjournment

It was MOVED by Juan Pablo Borrero, and SECONDED by Rutvik Soni, “that no further business is to be discussed and this meeting is adjourned at 6:25 p.m.”.

Unanimous

C A R R I E D