



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

Newnham Campus  
SSF Newnham Boardroom

December 2<sup>nd</sup>, 2019  
5:15 p.m.

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Student Representatives Present: (Voting Members)

Juan Pablo Borrero

Nicole Lentini (On Phone call)

Maria Camila Cepeda Rojas

Rutvik Soni

Coordinator, Newnham/SSF Inc.

Vice president, Newnham/Chair/SSF Inc.

Coordinator, Newnham/SSF Inc.

Coordinator, Newnham/SSF Inc.

Student Representatives Regrets: (Voting Members)

None

Student Representatives Absent: (Voting Members)

None

Guests Present:

None

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1. Call to Order

The Newnham LBC Meeting #21 is called to order at 5:46 p.m.

2. Introductions/Announcements

- Nicole Lentini participates in the meeting on conference call.

3. Acceptance of Agenda for December 2<sup>nd</sup>, 2019

It was MOVED by Maria Camila Cepeda Rojas and SECONDED by Juan Pablo Borrero, "that the agenda for December 2<sup>nd</sup>, 2019 be accepted as presented".

Unanimous

CARRIED

It was MOVED by Maria Camila Cepeda Rojas and SECONDED by Juan Pablo Borrero, “to amend the agenda to move Frosh Planning to item 5I. and move Cineplex Trip to item 5F”.

Unanimous

CARRIED

It was MOVED by Maria Camila Cepeda Rojas and SECONDED by Juan Pablo Borrero, “that the agenda for December 2<sup>nd</sup>, 2019 be accepted as amended”.

Unanimous

CARRIED

4. Acceptance of Central Level Meeting Minutes

It was MOVED by Juan Pablo Borrero, and SECONDED by Maria Camila Cepeda Rojas, “to defer approve the Newnham Campus Local Branch Council Public Session #18, #19, & #20. The council have not read the reports”

Unanimous

CARRIED

5. New Business

5A. 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.

- Pictures with Santa – Excel spreadsheet to create a list of student’s names and addresses. Pictures will be sent back home to students’ families, for fee-paying students only.
- Council to give ideas for Bubble Tea flavours
- Meet and Greet Language Exchange and Night Lounge planned for this week
- National Day of Violence Against Women – tables will be set up around the campus with Purple Ribbon, Picture Frames, and Roses. We will have an informational table at SSF with information regarding the events, and resources for students, the movie for the day will be selected based on a topic related to these events
- Discussions about De-Stress Day, Nicole will order Essential Oils
- Off-Campus Trip to Canada’s Wonderland Winterfest approved by Central Level, each campus will be given 48 tickets and 1 bus for transportation. Rutvik would like to be the bus monitor for this event.

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, “to approve \$3000.00, tax included, for de-stress massages for December 13th”.

Unanimous

CARRIED

Date change for Volunteer appreciation and Club appreciation event.

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve the date change for the VOLUNTEER APPRECIATION AND CLUB APPRECIATION event from December 11<sup>th</sup> to December 12<sup>th</sup> -5:30p.m. -7:30 p.m.

Unanimous

CARRIED

5B. Street Team

- Boards are still not being updated every week, spoke to Ammar about this issue many times.
- Posters are not being posted on all boards.
- Street team to be walking around the college through buildings A-K to promote events.
- Promotion Table staff – just sitting on their cell phones, not promoting events or talking with students.
- Promotional table staff not to sit at the table anymore, staff supervisor to go and check on the table every so often to ensure promotions are being done properly.

5C. Christmas Pajama Party Event

Maria presented a budget for this event in the amount of \$9,700.00. It was decided by the council to not move ahead with this event due the concern of student attendance, and the short amount of time to execute the event.

5D. Budget for Coffee and Cookies

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, “to approve a budget not to exceed \$1,500.00 including taxes for each day during exam week. To take place from December 7<sup>th</sup> to December 13<sup>th</sup>, from 9:00 a.m. till finished and from 7:00 p.m. till finished.

Unanimous

CARRIED

5E. Budget for TV Screen Mounts

It was MOVED by Juan Pablo Borrero, and SECONDED by Rutvik Soni, “to approve a budget of \$3,800.00 including taxes for the purchase of 3 TV screens mounts, to provide more gaming units for students to use in the Senecentre.

Unanimous

CARRIED

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve a budget of \$100.00 for Gaming Council Equipment.

Unanimous

CARRIED

#### 5F. Budget Approval for Cineplex Trip

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve a budget of \$6,500.00. for the Cineplex Movie Trip advance movie screening of Bad Boys for Life Movie, to take place on January 16<sup>th</sup> from 7:00 p.m. – 9:00 p.m. 200 Tickets to be sold at \$10 for fee-paying students and non-fee-paying students and guests \$ 25.00

Unanimous

CARRIED

#### 5G. Approval of Winter Frosh Days.

- Monday, January 6th – Meet Your Council - spin the wheel, welcome table, donuts, Danishes, bagels and coffee, giveaways, Banners of services.
- Tuesday, January 7th – Playfair - Team Building for students.
- Wednesday, January 8th – It’s supposed to be in the dome and the theme is Beach day, food options, Beach volleyball, oxygen bar and other games, caricatures, taco bar, churros, tiki bar with mocktails, ball pits.
- Thursday, January 9th – in the gym, with program fair, action day, inflatables, archery, BBQ, Corn Churros, mocktails.
- Thursday, January 9<sup>th</sup> – Reclaim your voice event with Student Conduct, counselling and residence.
- Friday, January 10th – Nothing
- 2nd week we will begin our regular meal programs and night events.
- Monday, January 13th – Illusionist Show – Wayne Hoffman
- Tuesday, January 14th – Back to school bingo, better prizes and more fun with better student engagement
- Wednesday, January 15th - Club’s Fest – Rutvik to notify clubs of date.
- Thursday, January 16th – Cineplex – Off-campus movie night
- SSF tours daily from January 6th- 10th from 3:30 p.m. -

**All Budgets to be submitted before the next LBC meeting for final approval before the Central Meeting on December 12th.**

#### 5H. Winter Swag Purchase – Review

- Scarf – Grey with Red, Grey with Blue, Grey and Grey –
- Hat – 2 types
- Gloves
- Cutlery – Red
- Hand Sanitizer
- Color Change Mugs – samples
- Track Pants – samples
- Hot beverage with lid – samples
- Battery Charges
- Straws
- USB

#### 5I. Frosh Planning, duties, and responsibilities

- Rutvik Soni is allotted to book the Artists.
- Juan Pablo Borrero Mendoza is allotted to book the inflatables and execute the events.
- Maria Camila Cepeda Rojas is allotted to book the food vendors, metro grill, prepare event charters for frosh events and decide some activities like scavenger hunt questions.

#### 5J. Club Reviews, Updates, and Approvals

Clubs are not receiving an update about room booking requests

It was MOVED by Rutvik Soni and SECONDED by Maria Camila Cepeda Rojas, “to conditionally approve the “Tea Party Event” for the INTERNATIONAL WOMEN’S CLUB, on December 12<sup>th</sup>, 2019. To speak with club executive about use of the club’s money”.

Unanimous

CARRIED

*Rutvik Soni leaves the meeting: 8:15 p.m.*

#### 5K. Other Business

None

#### 6) Vice President’s Report

- Raffles giveaways should always have pictures taken and posted, if the council are not available pictures should be taken by the staff and sent to the council.
- Pictures from our events not being posted online.
- Winners from Seneca’s Got Talent has nothing online
- Town Hall Meeting had no promotions. – Not acceptable.
- To begin before the Holiday break: Frosh poster design and volunteer registration.

7) Members' Report

None

8) Manager, Campus Operations' Report

None

9) Adjournment Proceedings

a. Communications/Directives

None

b. Items to be taken to the Central Level

- Cineplex Trip

c. Date and Time of Next Meeting

December 11<sup>th</sup>, 2019

Board Room.

From 5:10 P.M

d. Adjournment

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, "that no further business is to be discussed and this meeting is adjourned at 8:26 p.m."

Unanimous

CARRIED