



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

Newnham Campus
SSF Coordinators Office.

December 9th, 2019
6:25 p.m.

Student Representatives Present: (Voting Members)

Juan Pablo Borrero	Coordinator, Newnham Campus/SSF Inc.
Nicole Lentini (On phone call/In person)	Vice-President, Newnham/Chair /SSF Inc.
Maria Camila Cepeda Rojas	Coordinator, Newnham Campus/SSF Inc.
Rutvik Soni	Coordinator, Newnham Campus/SSF Inc.

Student Representatives Regrets: (Voting Members)

None

Student Representatives Absent: (Voting Members)

None

Guests Present:

None

1. Call to Order

The Newnham LBC Meeting #22 on December 9th is called to order at 6:25 p.m. on December 9th and resumed on December 11th at 3:45p.m.

2. Introductions/Announcements

- The Vice-president, Nicole Lentini asked for updated timetables and winter schedules by tomorrow December 10th 2019.
- The vacation for the council will be determined by the accomplishment of the FROSH planning on time.

3. Acceptance of Agenda for December 9th, 2019

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “that the agenda for December 9th, 2019 be accepted as presented”.

Unanimous

C A R R I E D

4. Acceptance of Local Level Meeting Minutes

It was MOVED by Rutvik Soni and SECONDED by Maria Camila Cepeda Rojas, “that the Newnham Campus Local Branch Council Public Session #18 meeting minutes for November 4th, 2019 be approved as presented”.

Unanimous

CARRIED

It was MOVED by Juan Pablo Borrero and SECONDED by Maria Camila Cepeda Rojas, “that the Newnham Campus Local Branch Council Public Session #19 meeting minutes for November 11th, 2019 be approved as presented”.

Unanimous

CARRIED

5. Newnham L.B.C Business

5A. Planning of events

Maria Camila Cepeda Rojas, coordinator in charge of events, shared the planning done for the events in the following week. The Hanukah celebration is already planned and will be performed on Thursday December 12th 2019 from 2:30p.m. to 5:00 p.m. As well as Coffee and cookies at 9:00 a.m. until finished & 7:00 p.m. until finished from Monday to Friday during exam week. A distress zone will be also running at the Senecentre all week from 11:30 a.m. to 2:30 p.m. for all the SSF fee paying students.

5B. Cineplex Trip

It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve a budget of \$6,100.00 including taxes for the BAD BOYS CINEPLEX TRIP event to take place on January 16th, 2019 from 7:00 p.m. to 11:00 p.m.”.

Adjournment: Meeting December 9th, 2019:

It was MOVED by Juan Pablo Borrero, and SECONDED by Maria Camila Cepeda Rojas, “that no further business is to be discussed and this meeting is adjourned at 8:05 p.m.”.

Unanimous

CARRIED

To be resumed December 11th, 2019

SSF Newnham Boardroom

3:30 p.m.

The Newnham LBC Meeting #22 is resumed on December 11th, 2019 and called to order at 3:45p.m.

5C. Approval winter Frosh days

- i. It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, “to approve a budget of \$4,999.99 including taxes for the Winter Frosh Day 1 - MEET YOUR COUNCIL DAY – January 6th from 10:00 a.m. – 2:00 p.m., Building A entrance.”.
- ii. It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Juan Pablo Borrero, “to approve a budget of \$6,700.00 including taxes for the Winter Frosh Day 2 - MEET & GREET– January 7th from 11:00 a.m. – 2:00 p.m., at Senecentre”.
BUDGET WILL BE REFERRED TO CENTRAL FOR FURTHER APPROVAL
- iii. It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve a budget of \$24,500.00 including taxes for the Winter Frosh Day 3 – ACTION DAY – January 8th from 11:00 a.m. – 3:00 p.m., at the Gym”.
BUDGET WILL BE REFERRED TO CENTRAL FOR FURTHER APPROVAL
- iv. It was MOVED by Maria Camila Cepeda Rojas, and SECONDED by Rutvik Soni, “to approve a budget of \$24,500.00 including taxes for the Winter Frosh Day 4 – TROPICAL DAY/ PROGRAM FAIR – January 9th from 11:00 a.m. – 3:00 p.m., at the Dome”.
BUDGET WILL BE REFERRED TO CENTRAL FOR FURTHER APPROVAL

Maria Camila Cepeda Rojas leaves the meeting at 5:05 p.m.

- v. It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve a budget of \$4,800.00 including taxes for the Winter Frosh Day 5 – ILLUSIONIST SHOW– January 13th from 7:00 p.m. – 9:00 p.m., at Senecentre”.
- vi. It was MOVED by Juan Pablo Borrero, and SECONDED by Rutvik Soni, “to approve a budget of \$3,500.00 including taxes for the Winter Frosh Day 6 – BACK TO SCHOOL BINGO– January 14th from 11:00 a.m. – 2:30 p.m., at Senecentre”.
- vii. It was MOVED by Rutvik Soni, and SECONDED by Juan Pablo Borrero, “to approve a budget of \$4,400.00 including taxes for the Winter Frosh Day 7 – CLUBS FĒST– January 15th from 10:30 a.m. – 1:30 p.m., at the Library Hallway, to be allocated as \$75 per club.”.

5D. FROSH planning and responsibilities

The vice-president Nicole Lentini designated the following duties to each council member:

1. Juan Pablo Borrero: Attraction suppliers and planning of the themes for the frosh week.
2. Maria Camila Cepeda Rojas: Food vendors.
3. Rutvik Soni: Artists booking

5E. Swag purchase review

The council discussed and shared the swag interested to order items such as; hats, gloves, scarfs and pants. On the first LBC meeting of 2020 the swag will be approved.

5F. Clubs reviews and approvals

This topic will be approved online.

5G. Other business

None

6. Vice President's Report

None

7. Members report

None

8. Manager, Campus Operations' Report

None

9. Adjournment Proceedings

a. Communications/Directives

None

b. Refer to Central

- Cineplex Trip
- Winter Frosh Day 2 - MEET & GREET
- Winter Frosh Day 3 – ACTION DAY W/ PROGRAM FAIR
- Winter Frosh Day 4 – TROPICAL DAY

c. Date and Time of Next Meeting

To be resumed be determined in the New Year

d. 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 5:30 p.m.”.

Unanimous

C A R R I E D

ONLINE APPROVALS December 14th 2019:

- i. Motion to approve a budget Approval for Winter Frosh Day 5 – SSF Tours – January 13th from 10:00 am – 7pm, Senecentre.
Budget \$800.00 including taxes.

- viii.** Motion to approve a budget for Chicken Lunch Special – Every Wednesday, (April 1st, & Apr 8th, 2020) from 12pm – Finished, Senecentre.
Budget \$900.00 including taxes. /week X 2 = \$1,800.00
- Motion: Juan Pablo Borrero 2nd: Rutvik Soni
Unanimous C A R R I E D
- ix.** Motion to approve a budget for Daily Breakfast – Every Day, (January 2020) from 9am – Finished, Senecentre.
Budget \$90.00 including taxes. /day X 15 = \$1,350.00
- Motion: Juan Pablo Borrero 2nd: Rutvik Soni
Unanimous C A R R I E D
- x.** Motion to approve a budget for Daily Breakfast – Every Day, (February 2020) from 9am – Finished, Senecentre.
Budget \$90.00 including taxes. /day X 15 = \$1,350.00
- Motion: Juan Pablo Borrero 2nd: Rutvik Soni
Unanimous C A R R I E D
- xi.** Motion to approve a budget for Daily Breakfast – Every Day, (March 2020) from 9am – Finished, Senecentre.
Budget \$90.00 including taxes. /day X 22 = \$1,980.00
- Motion: Juan Pablo Borrero 2nd: Rutvik Soni
Unanimous C A R R I E D
- xii.** Motion to approve a budget for Daily Breakfast – Every Day, (April 2020) from 9am – Finished, Senecentre.
Budget \$90.00 including taxes. /day X 13 = \$1,170.00
- Motion: Juan Pablo Borrero 2nd: Rutvik Soni
Unanimous C A R R I E D
- xiii.** Motion to approve a budget for Vegetarian Lunch Special – Thursday Jan 16th & Thursday January 30th 2020 from 12pm – Finished, Senecentre.
Food 200 servings (\$5/each) = \$1,200.00 + \$110.00 Staff = \$1,310.00 including taxes
Food will be sold for \$4 for fee-paying students and \$7 for non-fee paying and staff.
- Budget \$1,310.00 including taxes. /day X 2 = \$1,620.00
- Motion: Juan Pablo Borrero 2nd: Rutvik Soni
Unanimous C A R R I E D
- xiv.** Motion to approve a budget for Dessert Day – Every Other Thursday (Jan 16th, Jan 30th, Feb 6th, Feb 20th, Mar 12th, & Apr 2nd 2020 from 1pm – Finished, Senecentre.

xx. Motion to approve a budget for Meet and Greet Language Exchange, - Every other Wednesday (Jan 22nd, Feb 5th, Feb 19th, Mar 11th, & Apr 8th, 2020) from 6 pm – 9 pm, Senecentre.
Budget \$500.00 including taxes. / week X 5 = \$2,500 including taxes

Motion: Rutvik Soni 2nd: Maria Camila Cepeda Rojas
2-0 CARRIED

xxi. Motion to approve a budget for SSF Night Lounge, - Every Thursday (Jan 23rd, Jan 30th Feb 6th, Feb 13th, Feb 20th, Mar 5th, Mar 19th, Mar 26th, Apr 2nd & Apr 9th, 2020) from 6 pm – 9 pm, Senecentre.
Artists - \$200 + \$150 snacks + \$54 Staff = \$404.00 including taxes
Budget \$410.00 including taxes. /week X 10 = \$4,100.00 including taxes

Motion: Rutvik Soni 2nd: Maria Camila Cepeda Rojas
2-0 CARRIED

January Event Approvals:

xxii. Motion to approve a budget for Residence Move in Day – January 4th – 9am – 3pm
Staff 4 x 6hours (\$18x6 = \$108 x 4 = \$432 + Popcorn \$40 = \$472
Budget: \$500.00 including taxes

Motion: Rutvik Soni 2nd: Maria Camila Cepeda Rojas
2-0 CARRIED

xxiii. Motion to approve a budget for National Drug and Alcohol Awareness Day, - January 21st, 2020 from 11:30 a.m. – 2:30 pm, Senecentre.
Budget \$2,000.00 including taxes.

Motion: Rutvik Soni 2nd: Maria Camila Cepeda Rojas
2-0 CARRIED

xxiv. Motion to approve a budget for Spring Festival, - January 23rd, 2020 from 11:30 a.m. – 2:30 pm, Senecentre.
Budget \$4,500.00 including taxes.

Motion: Rutvik Soni 2nd: Maria Camila Cepeda Rojas 2-0

xxv. Motion to approve a budget for International Day of Education, - January 24th , 2020 from 11:30 a.m. – 1:30 pm, Senecentre / Library Hallway.
Budget \$1,500.00 including taxes.

Motion: Rutvik Soni 2nd: Maria Camila Cepeda Rojas
2-0 CARRIED

xxvi. Motion to approve a budget for Annual Health Fair / Bell Let's Talk Day, - January 29th , 2020 from 11:30 a.m. – 2:30 pm, Senecentre.

Budget \$4,000.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

Winter Swag Approvals:

- a) Motion to approve a budget for Plastic Cutlery Sets – 1000 pcs at \$1.48 each
Budget \$2,000.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- b) Motion to approve a budget for Track Pants – 150 pcs at \$25.00 each
Budget \$4,100.00 including taxes.

Motion: Rutvik Soni

2nd: Maria Camila Cepeda Rojas 2-0

- c) Motion to approve a budget for Winter Gloves – 730 pcs at \$6.00 each
Budget \$4,999.99 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- d) Motion to approve a budget for Winter Hats – 730 pcs at \$6.00 each
Budget \$4,999.99 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- e) Motion to approve a budget for Winter Scarfs – 730 pcs at \$6.00 each
Budget \$4,999.99 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- f) Motion to approve a budget for Hand Sanitizers – 750 pcs at \$2.40 each
Budget \$2,200.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- g) Motion to approve a budget for Bluetooth Speaker – 50 pcs at \$30.00 each
Budget \$2,000.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- h)** Motion to approve a budget for Bluetooth WaterBottle – 50 pcs at \$30.00 each
Budget \$2,000.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- i)** Motion to approve a budget for Power Banks– 100 pcs at \$15.00 each
Budget \$2,000.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED

- j)** Motion to approve a budget for Color Changing Mugs– 200 pcs at \$8.00 each
Budget \$2,000.00 including taxes.

Motion: Rutvik Soni
2-0

2nd: Maria Camila Cepeda Rojas
CARRIED