

**ENGINEERING AND COMPUTER SCIENCE ASSOCIATION S.A.**  
**Meeting of the Board of Directors**  
**Date: 1 November 2013**

2160 Bishop Street, Montreal, QC  
Conference Room B-201, 19:00 – 23:00

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**Agenda**

1. Call to order
2. Election of secretary for the meeting
  - Motion for Jonathan to be secretary of the meeting
  - Moved by President
  - Seconded by Internal
  - PASS unanimously
3. Approval of the agenda
  - Motion to approve the agenda
  - Motioned by Internal
  - Seconded by Finance
  - PASS unanimously
4. Approval of the previous minutes
  - Motion to approve the previous minutes
  - Motioned by Internal
  - Seconded by Finance
  - PASS unanimously
5. Items for decision
  1. Taking the away keys from b-annex staff

Motion to implement a new key access procedure starting in January including: Employees must gain access/keys for access from the security and return the keys when they are done.

Motioned by President

Seconded by Sports

Pass Unanimous

2. B-annex only open during opening hours, no one allowed inside without executives.

Motion to only allow access to the B-Annex Lounge when employees are present and working. The Manager will be responsible for the B-Annex's ECA space anytime it is opened by the manager and the manager must be present while the manager decides to open the

space after hours. The manager shall be responsible for the managing of the staff as noted in his contract.

Motioned by Internal

Seconded by President

Pass Unanimous

Motion to only allow access to society rooms while society executives are present.

Motioned by: Internal

Seconded by: Sports

Pass Unanimous

3. Contract signed only for this semester.

Motion for employee contracts to only be on a semester long basis.

Motioned by: internal

Motioned by Finance

Pass Unanimous

4. Get bouncers for next party

Motion to table this to next BOD on Thursday November 7th.

Motioned by Internal

Seconded by External

Pass Unanimous

5. BNC Lunch and learn location

a. Agreed on to be at the b-annex

6. Keys

Motion for a fee of \$40 for each lost key by Exec.

Motioned by: Internal

Seconded by: President

Pass Unanimous

7. B-annex party rules

Motion to mandate Khaled to draft B-annex party rules by the next BOD meeting on November 7th.

Motioned By Antonin

Seconded By James

Pass Unanimous

6. Items for discussion

a. Eng Week

b. VP Sports taking over all sports

- i. rock climbing

Ask last year's exec about Eng Week

- c. Movember
- d. Eng Games Funding
- e. Set up more guidelines for newsletter
- f. Delegate tasks to executive before each party
- g. Return stuff to there place
- h. Keeping track of sales in the Bannex
- i. Talk on drones

7. Items for information

- a. President's report
- b. VP Internal's report
- c. VP Finance's report
- d. VP External's report
- e. VP Academic's report
- f. VP Social's report
- g. VP Sports & Competition's report
- h. VP Marketing's report

8. Varia

9. Adjournment

Motion to adjourn

Motioned by President

Seconded by Internal

Pass Unanimous