

**Lady Eaton College Cabinet
Minutes
March 5th, 2023
2:00 PM**



Present: Deondrae Thompson, Dante Pio, Beth Wallace, Karilin Wilson, Noah Edwards, Camryn Moerchen, Maria Buckle, Dee Carter, Victoria Vanslyke*, Dyllan Scott*, Eden Cain, and Isabel Michaelson.

Public Present: Zwena Gray* (Trent African and Caribbean Student Union), Harshit Jain*, Megh* (South Asian Association at Trent), Logan (Residence Council), Ethan (Interested in Joining Cabinet), and Lily Raus.

Regrets: Aditi Midha, Sarah Fluney, Nicholas Bhola, Jenah Williams, and Maddy McKay.

Absent: Ishita Gurav, and Alisha Gopinath.

** denotes electronic participation*

1. Call to Order

Meeting is called to order at 2:08pm on Sunday, March 5th 2023.

Note: Quorum was not met. Meeting is for discussion and straw poll only. A special meeting will be arranged to approve all of the motions.

2. Speakers Remarks Maria Buckle

Land acknowledgement: *We respectfully acknowledge that we are on treaty and traditional territory of the Mississauga Anishinabeg. We offer our gratitude to First Nations for their care for, and teachings about, our earth and relations. May we honour those teachings.*

3. Approval of Agenda

Motion: To approve the agenda for the March 5th 2023 Lady Eaton College Cabinet meeting.

Motioned by: Noah Edwards

Seconded by: Karilin Wilson

Discussion: *We will be pushing all external presentations to the beginning of the agenda.*

Motion unanimous, motion carries

Motion: To set a meeting rule for a maximum of 5 minutes for external presentations (not including questions or discussion).

Motioned by: Noah Edwards

Seconded by: Karilin Wilson

Note: Robert's Rules of Order sets out a 10 minute maximum. Setting this meeting rule requires 2/3rds majority vote.

Discussion: N/A

Motion unanimous, motion carries

4. Approval of Minutes

Motion: To approve the minutes for the February 12th 2023 Lady Eaton College Cabinet meeting.

Motioned by: N/A

Seconded by: N/A

Discussion: Approval will hopefully be fulfilled at the next cabinet meeting.

Motion cannot be carried because quorum was not reached.

5. Presentations

a. South Asian Association at Trent (SAAT)

I. LEC Funding Presentation from Harshit Jain and Megh

- About SAAT: Hosts events for the South Asian community at Trent.
- Requesting \$1000 for events.
- Planning on organizing an Iftar, which they are expecting more than 125 students to attend.
- They are also organizing a Holi event and (tentatively) a club night.
- All proceeds from the Iftar event are going to a charity to support those affected by the earthquakes in Turkey.
- Noah asks Deondrae: Where are we getting the money from? Deondrae answers: We can use \$1000 from our contingency fund. For context, there is \$3000 in our contingency fund.
- Since we are not at quorum, Cabinet will be reaching out to SAAT after the meeting.

Motion: To give South Asian Association at Trent \$1000 from Cabinet's contingency line.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present agree to give the South Asian Association at Trent \$1000 from Cabinet's contingency line.

b. Zwena Gray - TACSU

I. MET GALA: Blackout Edition Presentation from Zwena Gray

- TACSU would like to do a bus trip to Toronto for the York Black Student Union Formal to give the Black student population at Trent an opportunity to meet other Black students.
- They are asking for funds to help subsidize the cost.
- Costs involve a 3-course meal, transportation, etc.
- The event is on March 24th, from 6pm to 12:30am.
- Bus trip - \$2200, 40 tickets - \$2600
- Asking for \$1300 to \$1500 from Cabinet.
- A discussion will be needed after this meeting to see how much everyone will need for funding and to make sure everyone gets funding.
- Either an email vote or Zoom meeting will be sent out tonight to vote for funding.
- TACSU has a deadline to finalize their funding by Tuesday.

Motion: To give Trent African Caribbean Student Union \$1300-1500 from Cabinet's contingency line.

Motion cannot be carried because quorum was not reached.

c. Lilian Russ

I. Elizabeth Fry Society of Peterborough Donation Drive Update

- Lillian says that the other cabinet she had reached out to is going back on their agreement to give \$50 for a gift card.
- Lillian is asking for \$50 to purchase another gift card for the raffle.
- Dante and Kari agreed to give \$50 from the leftover formal fund to Lily.

Motion: To approve an additional \$50 dollar gift card donation for the fundraiser with funds taken from the Formal budget surplus.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present agree to giving \$50 from the leftover formal fund to Lily. A vote will be needed to be done later.

d. Appointment of Chief Electoral Officer for the Spring General Election

I. Discussion

- Noah mentioned that this position normally goes to the Junior Senator. Since the Junior Senator has only just joined, it is probably best not to throw this on her.
- Deondrae can write a document about what the Chief Electoral Officer does.
- Deondrae will be the Chief Electoral Officer, and Dante will be the Deputy Chief Electoral Officer.

Motion: To appoint Deondrae Thompson as Chief Electoral Officer and Dante Pio as Deputy Chief Electoral Officer for the 2023 Spring General Election.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present support this motion.

e. Spring General Election - Chief Electoral Officer

I. Timeline

- Elections will begin immediately after the Annual General Meeting.
- Results will be announced at the Spring College Dinner.
- The timeline is still a bit rough.

II. Advertising

- Noah has made posters for the elections.
- Promote cabinet elections to your friends!

III. Options for Speeches

- We could do online or in-person speeches. As well, recorded speeches are an option.
- The speeches will most likely be recorded speeches that are posted to Instagram.

(Timeline is being tabled for now)

Motion: To approve the timeline for the 2023 Spring General Election as follows:

- Election Promotion Period - March 6-13
- Nomination/Campaign Period - March 13, 9:00 a.m. to March 27, 9:00 a.m.

- Speeches - March 27 (time and location to be determined by Chief Electoral Officer)
- Voting Period - March 28, 12:00 p.m. to March 31, 11:59 p.m.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present support this motion.

Motion: To approve the rules and regulations handbook for the 2023 Spring General Election as presented by the Chief Electoral Officer.

Discussion: Noah can share the rules and regulations handbook.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present support this motion.

f. Residence Council - Dee Carter

I. Formal “After Party” Updates

- Dee’s idea is to open the PIT after the Social until about 11pm.
- General Information: Free mocktails, some music, not a ton of decorations, maybe a little DIY photobooth, a chill hang out, it will be advertised as an alcohol-free event, and will be open to all students whether they have a formal ticket or not.
- Risk assessment is still in progress, they are waiting for that to start advertising.
- Noah suggests changing the poster to a substance-free event.
- Kari offers decorations to Dee, they will look after the meeting.

g. Constitution and Policy Handbook Review

I. Opportunity for all Cabinet members to review the Constitution and Policy Handbook prior to the Annual General Meeting (AGM)

- The Annual General Meeting will be on March 10th from 3pm to 5pm in the PIT. There will be free food, and the meeting will only take about an hour.
- Noah explains what the AGM is. We need to do this meeting so that we can make changes to the Constitution and Policy Handbook. All cabinet members (and friends) are encouraged to come!
- Dante explains that unless we have 15 people, we won’t be able to make changes (we won’t meet the quorum). We need students from LEC college.

- Eden suggests: Should we put out a poll to see how many people are interested in coming so that we make sure that we'll be meeting quorum? This was regarded as a good idea.
- Logan suggests that we put a google form on our Instagram to do this. Maria suggests maybe an Instagram poll.
- The constitution is currently on the cabinet linktree.

II. Summary of Biggest Changes to the Constitution

- A definition for a conflict of interest has been added.
- New positions: Junior Minister of Social Affairs, Senior Minister of Social Affairs, Minister of Arts and Culture, and Minister of Inter-Collegiate Affairs.
- Modifications to the Minister of Social Affairs positions are so that we can ensure there is support and experience for those planning the formal.
- New Inter-Collegiate Affairs is to help with communication between colleges and to help foster better relationships with the different cabinets. They will focus on inter-collegiate events such as West Bank Love and East v.s. West.
- Removal of the Junior Senator. This is because there is only one voting position for each cabinet now in Senate.
- Kari asks: What happens if someone doesn't apply to be Senator? Noah answers: The current Junior Senator can move up to fulfill that spot.
- Maria asks: Don't executive members have to have at least one year of cabinet experience? Noah answers: There has been discussion to remove that requirement. We have also removed a lot of the power from the Senator with the changes in the constitution. This can be further discussed.
- Lillian says that the Minister of Inter-Collegiate Affairs is a great idea. Lillian asks: Have you talked to the other colleges about it? Maria answers: We have briefly mentioned it to most of the colleges. Noah answers: We might need to prove to the other colleges that it works. It might take a year for us to try it out ourselves.

Motion: To recommend amendments to the Constitution and Policy Handbook as presented by the Chair of the Legislation Review Committee to Members of the College at the Annual General Meeting.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present support this motion.

6. Minister Reports / Committee Reports

a. Minister of Social Affairs Report.....Dante Pio & Karlin Wilson

I. Ticket Sales

- They are lowering their projection of 200 people to a cap of 150 people.
- They need their numbers by Wednesday to be sent out.
- If cabinet members have cost-related issues regarding the formal tickets, ask Dante or Kari about it. They will be able to work something out.
- There will be tabling this week during office hours in the same spot as last time (at the entrance, near the Housing Services office).
- They may hold 10 tickets for Friday just in case.
- The discussion for ticket prices may be further discussed.

II. Volunteering

- They don't need any more volunteers, but there will always be something someone can do the night of the formal. If you'd like to volunteer, reach out to Dante and Kari.
- Everyone should be there at 12pm to help set up. We will try to be quick so that everyone can go home and get dressed.
- If you're volunteering, stay after this meeting to get an explanation on how that will work.
- If you can't go let Kari, Dante, or Deondrae know, you must send regrets if you can't attend.

III. Budget Walkthrough

- We will be getting a photo booth for the formal.
- There will be a variety of raffle prizes (Gift cards for Starbucks, local business gift cards, LEC merch vouchers, etc.).

IV. Decorations

- They went through Party City online, they have a list of all the decorations that they will have.
- They will also have string lights on the bar.
- There will be lovely little centerpieces with branches in the middle of the tables.

V. Orientation CASSC Sub-Committee - Dante Pio

- Call for a volunteer to sit on this sub-committee.
- The meeting will be either next Wednesday or next Thursday, 11am to 12pm or 1pm to 2pm. The person who runs the meetings is very nice.
- More than one person can go to the meeting.
- A post will be posted on Microsoft Teams with more information.

b. Senior Senator Report..... Noah Edwards

I. 506th Senate Meeting Report

- Full report on Teams, highlights will be provided at the meeting.
- Noah talked about most of the points at the last meeting so he will only talk about what happened that was not in the agenda package.
- Everything was approved.
- Presidential Review discussion: Chair Leo was not there during the presidential review and they talked about lobbying the government for funding. Noah mentioned in the meeting that Trent should cut back on fossil fuels and they should ask the municipal government to build more houses. Noah went into what was discussed in more detail.
- Reading Week Policy: There shouldn't be anything due for students during the reading week. There would still be five days off.

II. Update on the Effective Date of New Specializations

- Good news!
- The date will be this May! So everyone this year can get the specialization once it goes through Senate.

III. Foodservices Fair Trade and Sustainability Working Group

- Presentation from Useful regarding an alternative eco tray program.
 - Useful is a stainless steel tray company. The tray has a silicon lid. You would have an app on your phone to keep track of the tray, and you would loan it for two days. There might be late fees after two days, or possibly a loss fee after two weeks.
 - Keeps food warm, and you can use the lid to microwave it.
 - In the meeting, Mark brought up it would be a \$50,000 increase to do this program.
 - More notes on Teams.
- Update on charges for disposables.
- More dietary restriction-friendly items at Otonabee when it is the only option (Reading Week/Exams).
 - Chartwells is currently working on that for the exam period. Both hot and cold options, vegetarian, vegan, and halal.

c. Prime Minister's Report.....Deondrae Thompson

I. Food Services Report

- The ceiling in the Champlain cafe has some very bad roof damage. They currently do not have the money to fix it at this time.
- They currently don't want to put extra money into the cafes right now because the contract is ending soon.
- Gzowski is cutting down on menu items, particularly the most cost-production expensive items.

II. Events Planning

- Events planning did not occur before so we're doing a quick presentation now.
- Spring College Weekend: Beware the Toad March 20, 2023, until the Spring College Dinner.
 - A scavenger hunt where students collect toads around campus to get a prize. There will be a QR code this year on the toads so people will know what to do with them.
 - Steph is asking for volunteers and possibly financial support.
 - There will be a sign-up sheet so people can sign up to volunteer. No specific details for volunteering yet, but Deondrae will ask Steph for more information.

III. East vs West

- East vs West will not be happening this year. Unfortunately, there was some late communication with the cabinet that usually plans it, and it just wasn't able to work out.
- Hopefully, it will happen next year.
- There will be a meeting with all of the colleges regarding East vs West.
- Round of applause for Victoria and Maria for all of their hard work! □

IV. Levy Council

- Levy Meeting 03/01/2023.
- This meeting was in open session.
- Arthur members appeared in the meeting because they believe that the TCSA is going against them (Noah and Deondrae: For context, there is a petition going around to make the Arthur Levy refundable). The Arthur went on a campaign to stop the petition from happening and said that the petition was misinformation. There were a lot of strong arguments. The Champlain representative had a lot of comebacks against The Arthur. The TCSA also chimed in quite a bit.
- Based on the petition numbers, it doesn't look like it will go through the referendum and might have to go through the board of directors.
- Noah explains that there are currently some levy fees that are refundable and some that are non-refundable. There has to be a petition to change levy fees, and there has to be a certain amount of signatures on the petition to allow it on the ballot. If the TCSA puts it on the ballot for the upcoming election, it would be going against one of their by-laws. Noah explains the specific by-law. In conclusion, despite anyone's opinions, the TCSA cannot put it on the ballot. The Arthur also has a response on their website.
- Lily was wondering where she could find the pamphlet that has the petition. Deondrae says she will show her after the meeting.
- The majority of cabinet members present approve to make it a refundable levy.

V. CASSC

- Budget for the colleges.
- During the CASSC meeting, there were very strong feelings about not approving the 6.9% increase in the colleges' ancillary fee. There is a summary of this meeting on Microsoft Teams. If they do not get this increase, they might have to cut some programs offered by the college, such as the LEC Cook events or free stickers from the college office.
- One of the main points against the 6.9% increase is that students might not be able to come to the university. As well, other cabinets might be against it because they don't work as closely with their college as LEC does.
- Noah says that the increase would only be about as much as a Starbucks Coffee.
- It is a bit of a wildcard situation at the moment.
- Dee says that more people benefit from the college increase than the athletics increase. The majority of present cabinet members agree, especially since the athletics increase is more than the college increase.
- Lily says that the athletics budget is a bit much, particularly for the Athletic Development section of their budget. Kari says it's for athletes' training, hotels, etc.
- Notice of Motion: College Ancillary Fee Increase.
 - Ongoing debate between increasing the fee either by 6.9 or 5.5% .

Option 1 - Full increase - That Cabinet supports the February 15th, 2023 CASSC Notice of Motion “That the Colleges Ancillary Fees be increased by 6.9% (CPI)” and that Cabinet directs the Cabinet CASSC representative to vote in favor of the motion.

Option 2 - 5.5% increase - That Cabinet opposes the February 15th, 2023 CASSC Notice of Motion “That the Colleges Ancillary Fees be increased by 6.9% (CPI)” but supports an amendment to the motion for the fee to be increased by 5.5% instead of 6.9% and that Cabinet directs the Cabinet CASSC representative to vote in favor of an amended motion and against the motion as presented if the amendment fails.

Option 3 - No increase over 3% - That Cabinet opposes the February 15th, 2023 CASSC Notice of Motion “That the Colleges Ancillary Fees be increased by 6.9% (CPI)” and that Cabinet directs the Cabinet CASSC representative to vote against the motion.

(Straw poll: All cabinet members present agree to the 6.9% increase.)

VI. The Annual General Meeting (AGM)

- March 10, 2023 from 3pm to 5pm.
- The Annual General Meeting has already been discussed during the Constitution and Policy Handbook Review presentation.

VII. West Bank Love

- March 8th, 6pm to 11pm at The Social. In collaboration with Champlain and Traill College Cabinet.
- Happening this week! A little bit last minute because of shirt designs and lots of events going on right now. Traill and Champlain have been very lovely to work with this year.
- Tickets are \$10, we will be doing some tabling for this as well. Deondrae suggests that we table both the Formal and West Bank Love at the same time. Dante raises concern that the cash might get confused. Deondrae says we will need two sheets to keep track of money. We will also need two well-labeled cash boxes.
- Cabinet volunteers are being requested. The volunteers would need to be sober. Dante asks: Would volunteers need to be there the entire time? Deondrae answers: Some volunteers can leave earlier as long as it's not too busy. Volunteers would need to be at the social for 5pm, and students would start coming in at 6pm.
- Deondrae is still finding out the details of what the volunteers will be doing. If you would like to volunteer, message Deondrae for more information.
 - Maria and Dante have shown interest in volunteering.

VIII. CASSC Campus Safety Sub-committee

- Call for a volunteer to sit on this sub-committee.
- This committee covers TUEFT and Walk Home. These two fees were combined during the 2022 TCSA General Election.

IX. Spring College Dinner

- Christine Freeman-Roth - Plans to have a Spring College Dinner on March 20th. College awards and Cabinet awards can be held there. As well, it is where we can announce the results of the election. It is also like a graduation dinner for LEC students.
- Request for help in pitching in money to make the meals free for students - the cost for Chartwells dinner is \$40 per student capping at 150 people, which costs around \$6000. If we don't want to make

it free then we can cover a portion of it, where the difference for each student would be between \$5-10.

- Dante asks: How much the college office is paying? Deondrae answers: The amount the office pays will depend on how much we give.
- Kari asks: Where would the money come from? Deondrae answers: Some would come from the festive college weekend budget, and any other money left over from events we are not able to do. Noah suggests we drop the Seasoned Spoon event for this, Deondrae says we might have enough money to do both.
- Deondrae would prefer to make it free so more first-years would be encouraged to go to the event.
- Lily says that it's difficult to motivate students to pay extra money for food that they'll get on campus.
- Noah suggests that next year we do it more like a reception with just desserts instead of a whole dinner to save money, especially if the college's budget gets cut.
- Dante asks: How much money would we have left for event planning? Deondrae answers: There would be \$8,862.19 in the cabinet events budget if we gave the College Office the full \$6000.

Motion: To give the Lady Eaton College Office up to \$6000 from Cabinet's contingency line to help cover the cost of the Spring College Dinner.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present support this motion.

d. Athletic Subcommittee Report.....Karilin Wilson

I. Increase in Ancillary Fee

- Athletics was in a deficit last year.
- Kari went over the Trent Athletics budget. They will still be in a deficit next year.
- 6.9% increase for their ancillary fee. The need for an increase is because of the increase in minimum wage and inflation.
- Maria asks: Are they putting the money towards the pool? Kari says that they have money from sponsors going toward the pool.

- Deondrae asks: How did people feel about the increase in the meeting? Kari says most people agreed with it and said that they're trying to cut back on costs as much as they can.
- Noah says that the 6.9% increase is the CIP. If they didn't get this increase, they might not be able to have as many hours or as many events.

Motion: To support the Athletic Subcommittee's request to increase their ancillary fee.

Motion cannot be carried because quorum was not reached.

Straw poll: All cabinet members present support this motion.

7. Closed Session

8. Correspondence

a. Kawartha World Issues Centre - Trent Environmental Sustainability and the Presidential Mandate - Open Letter to Sign

I. KWIC emailed asking if students or groups would like to sign onto the open letter. Cabinet members can sign individually or Cabinet can pass a motion to sign the open letter.

- They've already sent it, we don't need to sign.

b. Christine Freeman-Roth - Invitation to Marjory Seeley Women in Leadership

I. Luncheon this year, taking place Wednesday March 8th, 11am-1pm, in the LEC PIT. Sign up on Student Experience Portal.

c. Stephanie Curtin - Volunteer Opportunity

I. Open House on March 17, 9:30am-2:30pm. Training, free lunch, and a gift provided.

9. Questions from the Public

a. Lily's Question

I. Volunteer Help Request

- She needs help with the donation drive on Thursday.
- Maria and Dee have offered to help. Lily will send them more information.

10. Any Other Business

a. Instagram Live with the College Office

I. Instagram Live for Elections

- An idea for Deondrae and Dante.

b. Cabinet Sweaters

I. Keep a look out for a poll!

11. Adjournment

Motion: To adjourn this meeting at 4:20 pm March 5th 2023.

Motioned by: Dee Carter

Seconded by: Dante Pio

Discussion: Formal volunteers and Club and Funding group stay after the meeting.

Motion unanimous, motion carries