

**McMaster Association of Part-Time Students
Board of Directors Meeting - Minutes
Wednesday, March 9, 2004 at 5:30 p.m.
MUSC, Room 230**

PRESENT Walter Pohl (chair), Carole Armstrong, Susan Black (proxy), Denise Ellis, Jesse Jeffrey, Cassandra Lo Pohl, Elaine Marion, Anna Marinelli, Sam Minitti, Dave Moore, Noor Nizam, Rose O'Connor, Renee O'Reilly, Sean Spratt, Aaron Smith

STAFF Jackie Osterman (executive director)

CONSTITUTION OF THE MEETING

A quorum of directors being present, the chair called the meeting to order.

ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

- Minutes of February 10, 2004
- Budget 2004
- Standing Resolutions
- Board Meeting Dates for 04/05

1. APPROVAL OF THE AGENDA

Motion: Moved by S. Minniti, seconded by S. Spratt to accept the agenda as circulated.

Motion Carried.

2. APPROVAL OF THE MINUTES

Motion: Moved by A. Smith, seconded by R. O'Connor that the minutes of the meeting of 10 February 2004 be accepted. **Motion Carried.**

3. BUSINESS ARISING FROM THE MINUTES

None.

4. EXECUTIVE ELECTIONS FOR 2004-2005

J. Osterman reported that she had canvassed the board to determine those interested in standing for executive office. She administered the election process.

President	Carole Armstrong and Dave Moore
Vice-President (Internal)	Anna Marinelli
Vice-President (External)	Elaine Marion
Treasurer	Rose O'Connor
Executive Councilor	Renee O'Reilly

Carole Armstrong and Dave Moore were nominated for the position of President. Following balloting, Carole Armstrong was declared elected.

Motion: Moved by c. Lo-Pohl, seconded by R. O'Connor to destroy the ballots and declare the candidates duly elected/acclaimed to office. **Motion Carried.**

5. PRESIDENT'S REPORT

No report.

6. VICE-PRESIDENT (INTERNAL) REPORT

No report.

7. VICE-PRESIDENT (EXTERNAL) REPORT

No report.

8. TREASURER'S REPORT

The budget was presented for approval. See "Other Business".

9. EXECUTIVE DIRECTOR'S REPORT

No report.

10. OTHER BUSINESS

Standing Resolutions – Osterman presented a change to the standing resolutions that should have come to the board in February, with the other changes. The Board of Directors Code of Conduct was added to the resolutions.

Motion: Moved by D. Moore, seconded by S. Minniti the board approve the Standing Resolutions as amended. **Motion Carried.**

2004 Budget - Osterman presented the final budget for 2004. Osterman had removed the allocation from the budget. After some discussion, the board agreed that the \$400 Donations allocation be returned. To facilitate the process for evaluating donation requests, Osterman will develop a donation protocol and present it for approval at the retreat.

Motion: Moved by D. Moore, seconded by A. Smith that the board approve the Budget for 2004 as amended. **Motion Carried.**

11. TIME OF NEXT MEETING / ADJOURNMENT

Next Meeting: Saturday, May 1 (annual retreat)

The meeting adjourned at 7:15 p.m.