



**Lady Eaton College Cabinet  
Minutes  
September 29th, 2024  
ECC 208/Zoom  
3:00 p.m.**

**Present (Voting):** Stevie-Dee Carter, Eden Cain, Beth Wallace, Brayden Heath, Sarah Ovens, Mia Richardson\*, Julia Jack\*, Taylor Tomasevic\*, Hannah Licop\*, Dorcas Oladele\*, and Lase Arowolo\*.

**Present (Non-Voting):** Camryn Moerchen and Karilin Johnson.

**Public Present:** Rylee Neil.

**Regrets:** Shayaan Yacub.

**Absent:**

(\* Denotes electronic participation)

**1. Call to Order**

Meeting is called to order at 3:05pm on Sunday, September 29th, 2024.

**2. Speaker’s Remarks.....Karilin Johnson**

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:* That the agenda for the September 29th, 2024 Lady Eaton College Cabinet meeting be approved.

*Moved by:* Stevie-Dee Carter

*Seconded by: Brayden Heath*  
*Discussion: N/A*  
*Carried unanimously*

#### **4. Approval of Minutes**

*Motion:* That the minutes from the September 15th, 2024 Lady Eaton College Cabinet meeting be approved.

*Moved by: Stevie-Dee Carter*  
*Seconded by: Sarah Ovens*  
*Discussion: N/A*  
*Carried unanimously*

#### **5. Presentations**

##### **a. 2024 Fall-By Elections Update.....Beth Wallace & Brayden Heath**

##### **i. Information**

- They made a Google form for nominees to fill out their information. It is based off the one from last year.
  - Lists available positions, rules, what position you're being nominated for, name, student number, Trent email, "Are you apart of Lady Eaton College?", "Are you of Good Academic Standing?", supporter information, platform information, and Beth's email for questions.
- Brayden Question:
  - Should we have a public list for nominations?
  - Last year Noah manually updated the public list.
- We will most likely need to go through the college to send out forms to everyone in the College.
- Beth proposed an Election Committee to help with the elections, Stevie, Sarah, Eden and Camryn offered to join.
  - If you are planning on running in the election, you cannot join.
- Hybrid model for speeches, or people could record videos.
- They made some dates to be approved.
- Stevie mentioned reaching out to Christine or Noah if we need help.

#### Proposed Fall-By Elections Schedule

- Nominations open from October 1<sup>st</sup> at 9:00am to October 8<sup>th</sup> at 11:59pm.
- Campaigns open from October 8<sup>th</sup> at 9:00am to October 15<sup>th</sup> at 11:59pm.
- Speeches on October 15<sup>th</sup> at 7pm.
- Voting opens from October 16<sup>th</sup> at 9:00am to October 25<sup>th</sup> at 11:59pm.

*Motion:* To approve the following dates for the 2024 Fall-By Election.

*Moved by:* Brayden Heath

*Seconded by:* Stevie-Dee Carter

*Discussion:* N/A

*Carried unanimously*

**b. 2024-2025 LEC Cabinet Budget (to be approved) .....Stevie-Dee Carter**

**i. Information**

- Last meeting Stevie went over a proposed budget for cabinet this year.
- Stevie displayed the budget..
- Stevie noted the biggest changes for this year, but he mostly followed a similar budget to last year.
  - The Cabinet office renovations budget is gone since we no longer need it.
  - We now have a Cabinet shirt budget; we have been quoted for about \$400. Will not be personalized. We will most likely go with Nish Tees, a local indigenous-owned business.
  - Added CPI for levy cheques. Christine said our estimates should be close; it's always better to estimate under than over. He will be reaching out to the TCSA after the budget is approved.
  - There is \$2,000 put aside from the TCSA to possibly make a scholarship or bursary. If we don't use it, we can save it for events.
  - Trent Mudder and West Bank Love have been converged into an Intercollegiate Event line.
    - Trent Mudder did not happen last year, and West Bank Love often
  - White Tent rental budget was removed since we did not end up needing it.
  - We decided to decrease the budget for O-Week next year to \$4,000. This is an in between of the budget we normally save for it.
  - Formal Budget was increased a bit since we normally need to increase it.
  - We are still determining what to use our Capital Budget on.
    - Stevie mentions that he is open to ideas for Capital Projects. Something that we can for sure get done this year.
    - JCR and Kitchen renovations lines are there.
    - We might create a JCR Committee.

- Brayden suggests having a survey to see what people would like.
  - Stevie proposes saving \$5,000 for a Capital Project.
  - Beth asks if we can do a scholarship for a capital project, but because we can't promise to do it each year, it might not be a good idea.
  - Sarah suggests a food pantry. Stevie thinks it's a wonderful idea but there are many legalities involved.
- The College Office has asked us to donate \$1,000 for West Bank Breakfast. This is for the entire year.
  - Beth suggests a pancake breakfast cabinet event! 😊
- Kari asks if the retreat budget has increased. Kari would like to do a pottery workshop which would be about \$40/person. Everyone thinks that is a wonderful idea!
  - For now, the budget will be increased from \$300 to \$750.
- The finance committee has looked over this budget.
- The budget Excel sheet is on Teams, as well as the Ledger.
- If you have any questions, you can message Lase or Stevie!
- Stevie is planning to host a Cabinet financial training seminar with the College Office if anyone is interested!
  - It might possibly be open to other clubs or students.
  - We might also reach out to the TCSA for help.

*Motion:* To approve the Cabinet budget for the 2024 - 2025 year.

*Moved by:* Stevie-Dee Carter

*Seconded by:* Beth Wallace

*Discussion:* N/A

*Carried unanimously*

## **6. Minister Reports**

### **a. Prime Minister.....Stevie-Dee Carter**

#### **i. College Office Updates**

- Fall College Weekend.
- Stevie met with the College Office on September 20<sup>th</sup>.
  - Stevie walked through the cabinet budget with them, and they helped out.
- Attended the scarving ceremony and fall college weekend.
- Stevie reached out to the people organizing The Haunted Drumline
  - It is under the works.
  - If anyone from Cabinet wants to help, let Stevie know!

- They will most likely be running it in the lower part of the drumline again this year (in between the daycare and parking lot).
- Wednesdays and Thursdays will be free breakfasts from the West Bank Breakfast Club!
- Christine mentioned she'd like to help out with the election.
- There will be a Residence Committee on Cabinet, instead of a residence council.
  - There are a few clubs and groups that use the JCR.
  - Work with the college office to discuss the ideas.
  - If it is within the budget line, the residence committee can go ahead with decisions instead of waiting for cabinet approval.
- The college is excited to hear what events we will be doing!
- Current Ideas: Taylor Swift Night, Heartstopper season 3 marathon idea.
- Please send your photos to Shayaan for the Cabinet board!
- Please fill out the office hours form!
- Stevie would just like to say a big thank you to everyone! He's been loving the collaboration and involvement so far!

**ii. Cabinet Meeting Schedule Coming Soon**

**b. Deputy Prime Minister.....Eden Cain**

**i. CASSC Subcommittee – Discussion and Delegation**

**a. List of Subcommittees**

- Athletics Advisory (~3-4 times per year)
- Colleges (~3-4 times per year)
- Housing Advisory (~1 per month)
- Food Services Advisory (~1 per month)
- Orientation (~2-3 times per year)
- Student Wellness (~1-2 times per year)
- Convocation (when needed)
- Campus Card (when needed)
- Trent Nature Trails (~2-4 per year)
- Campus Safety Advisory (when needed)
- International Scholarship Fund (~1-2 times per year)
- Co-Curricular Record (~2 times per year)

**b. Form**

- Eden will be sending out a form so that you can choose which ones you would prefer to sit on.

**c. Information**

- You are there as a representative for Cabinet.
- When you find out a vote will be coming up, please let Cabinet know of the vote so that we can choose how we would like to vote.
- After each meeting, you should take notes and present them at the next Cabinet meeting.
- CASSC will set up the meetings and send you the information on them.
- Sarah was wondering if as a TCSA representative, could you sit on the same subcommittee? Unfortunately, you cannot.

**ii. Event Planning Committee**

**a. Information**

- Eden is looking for a Vice Chair and a Notetaker. Camryn has volunteered to be the Notetaker.
- If you have events you're interested in holding, please bring them to the committee meeting.
- The residence and minister positions typically sit on it, but Eden will look at the handbook to confirm.
- For now, we will do them before every other Cabinet meeting. We might also set up a poll to decide.
- Closer towards Winter College Weekend, we will be doing it every week since we will be holding lots of events.
- The meetings have been hybrid in the past, and typically online when they are more frequent.
- We are planning on having a digital meeting next October 13<sup>th</sup>.

**c. Cabinet Clerk.....Camryn Moerchen**

**i. Office Hours**

- Form is available, please fill it out as soon as possible! The deadline for it is October 4<sup>th</sup>. This way we can start office hours next week.
- If you are new to cabinet, I will be messaging you on Teams after the meeting to see what four-digit code you would like to use for the room.
- When you attend your office hours there will be a sign-in sheet for you to fill out, this way we can keep track of office hour attendance.
- There will also be sign-out sheets for board games and pool equipment.
- There will be a sheet of instructions for office hours in the office, but if you have any questions, please let me know!

- As well, remember the office hour rules from last meeting, which is mostly just be respectful of people and the space.
- If you need a reminder for your code from last year, message Camryn or Stevie.

**d. Senior Senator.....Beth Wallace**

**i. Senate Meeting**

- First meeting with our new president, Cathy!
- They want to make a formal phrase to represent Trent.
- They want to work towards in-person or hybrid TCSA meetings.
- Honorary degrees.
- Enrollment is lower than most years, which is a mix of domestic and international students.
- The plan is to recruit new staff for recruitment and to promote Trent.
- Eola brought up the possibility of having 24hrs library access using tap access.
  - It would work by tapping your card, you are making yourself liable.

**e. TCSA Commissioner.....Sarah Ovens**

**i. TCSA Meeting**

- The orientation week and summer events seemed to go very well!
- Discussed initiatives.
- Discussed orientation week.
- They have some leftover TCSA bags from orientation week.
- Discussed some events that they had after o-week.
  - Sexy Bingo Event
  - Afro-Beats Event
  - Blue Jays Event
- Discussed food insecurity and the job struggle in Peterborough.
- Discussed rising tuition fees and scholarships.
- Discussed Trent Hackathon.
  - Budget has been approved
  - Planned for November 8<sup>th</sup> to 10<sup>th</sup>

**7. Correspondence**

**8. Questions from the Public**

**9. Any Other Business**

**a. Process Brayden's Resignation**

*Motion:* To approve Brayden Heath's resignation from Junior Senator.

*Moved by:* Stevie-Dee Carter

*Seconded by: Eden Cain.*

*Discussion: We will be down one signing officer, this means we will not be able to reimburse anyone until Brayden is possibly sworn back in. Christine can help us out in the meantime, but we will most likely not be purchasing anything.*

*Carried unanimously*

**10. Closed Session**

**11. Adjournment**

*Motion: That this meeting adjourns at 4:44pm on September 29th, 2024.*

*Moved by: Sarah Ovens*

*Seconded by: Stevie-Dee Carter*

*Carried unanimously*