Present:
Adrienne Canning, Nick Graham, Qi Ke, Matt Park, Stacy Chappel

Regrets:
none

The meeting was called to order at 11:14 am with Adrienne Canning in the Chair.

STANDING ITEMS

1. Approval of Agenda
M/S
The agenda is approved as follows:
- Approve agenda
- Chair’s resignation
- Elect interim chair
- Appoint interim chair as signing officer
- Remove outgoing chair as signing officer
- Annual general meeting planning
- Next steps to election of a chair
- Other business
CARRIED

2. Chair’s Resignation
M/S Canning/Ke
The GSS accepts Kalin McCluskey’s resignation from the chair of the GSS with regret, and wishes her a speedy recovery.
CARRIED

3. Election of interim chair
There was discussion of the role of chair and how it could be handled.
M/S Graham/Ke
The GSS elects Adrienne Canning as the interim chair until the November Grad Council meeting.
CARRIED
4. **Signing Authority**  
   M/S Park/Ke  
   RESOLVED *Kalin McCluskey* is removed as a signing officer on all GSS bank accounts.  
   FURTHER RESOLVED *Adrienne Canning* is added as a signing officer on all GSS bank accounts.  
   CARRIED  
   TASK: Park and Chappel will notify VanCity  
   TASK: Chappel will notify the university.

5. **Annual General Meeting**

   TASK: Chappel will ask Tak Shiota to chair the AGM

   TASK: Chappel to draft an executive report for the AGM and submit to Canning for review

   TASK: Canning to present the executive report to the AGM.

6. **Next Steps for Election**

   TASK: Canning to collect information on committees, upcoming meetings and circulate to the Executive Board so people can help keep on top of ongoing items.

   TASK: Chappel to notify the Grad Council of the next steps and options regarding the vacancy on the Executive Board.

Meeting adjourned at 11:58 am.

sc/SC

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Chair

Adrienne Canning

Stacy Chappel, Executive Director