



Meeting record

08/12/2020

Google Meet

<https://thecmas.ca/meeting/>

**Attendees (Mark 'Y' for present on app):**

Executive		Members
Imran Dattoo, President	Y	Aaron vandenenden
Bea Levin, VP Internal	Y	
Jill Davis, VP External	Y	
Jaeho Jang, Finance Director	Y	
Andres Manrique, Events Director	Y	
Jules Breau, Events Director,	Y	
Parker Stewart, Publications Director	Y	
Dustin Skiliter, Services Director	Y	
Grant Wilson, Technical Director	Y	
Nic Virc, 4 <sup>th</sup> Year Rep	Y	
Brendan Griffin, 3 <sup>rd</sup> Year Rep	Y	
Laurenne Tynski, 2 <sup>nd</sup> Year Rep	Y	
Kassidy Hammond, 1 <sup>st</sup> Year Rep	N	
Thies Altenbroxter, 1 <sup>st</sup> Year Rep	N	
Declan McCloskey, 1 <sup>st</sup> Year Rep	L	

**Executive Updates:**

President	Coordinate Pitstop challenge prize
External	Possible student poll regarding future CASI chats <ul style="list-style-type: none"> <li>- Over the break</li> </ul> ASHRAE Feedback Form Update <ul style="list-style-type: none"> <li>- Got one new response</li> <li>- no</li> </ul>

Internal	<p>Bonding in the New year ☺</p> <p>Send out poll for meetings time</p>
Finance	<p>SGF and CUESEF winter</p> <ul style="list-style-type: none"> <li>- Form sent out for ideas</li> </ul> <p>Talk to Jaeho for Reimbursements</p> <ul style="list-style-type: none"> <li>- CUESEF deadline is the 18<sup>th</sup> of December</li> <li>- Everything else is Dec 31<sup>st</sup></li> </ul> <p>CUSA Cheque has been deposited</p> <p>Donuts</p> <ul style="list-style-type: none"> <li>- Tim's card been made</li> <li>- Somethings wrong</li> <li>- Look at thing in the slack</li> </ul> <p>3D Printer</p> <ul style="list-style-type: none"> <li>- Been received</li> </ul>
Events	<p>Reference ongoing planning document for updates to planned events:  <a href="https://docs.google.com/document/d/1DSggspRv-rEqthyVuBoRDU7HUNzud6wTU_tKLYaTBdQ/edit?usp=sharing">https://docs.google.com/document/d/1DSggspRv-rEqthyVuBoRDU7HUNzud6wTU_tKLYaTBdQ/edit?usp=sharing</a></p> <p>Ongoing:</p> <p>Industry night</p> <ul style="list-style-type: none"> <li>- Formal invites sent, 17 yes, 4 maybes, 1 no, more follow up to come</li> <li>- Still scheduled for original time/date</li> </ul> <p>Events in Progress:</p> <ul style="list-style-type: none"> <li>- CAD competition (Nov 20<sup>th</sup> – Jan 2<sup>nd</sup>) – 4 submissions so far</li> <li>- Exec participation expected</li> </ul> <p>Potential Events:</p> <p>To do:</p> <ul style="list-style-type: none"> <li>- Keep updating website events calendar to include upcoming events</li> <li>- Include signup/participation links in event description</li> <li>- Update CSES Calendar w form</li> </ul>
Publications	<p>T-shirt designs</p> <ul style="list-style-type: none"> <li>- Plain CMAS logo t-shirt</li> <li>- "Carleton Mechanical Engineering" shirt almost done</li> </ul>

	<ul style="list-style-type: none"> <li>- Waiting on a response from inspace</li> </ul> <p>Re-investigate geared up</p> <ul style="list-style-type: none"> <li>- On website</li> <li>- Developing format – need exec to submit articles</li> <li>- Almost ready to go</li> </ul> <p>Newsletter</p> <ul style="list-style-type: none"> <li>- Put dates in calendar on website</li> <li>- Change to bi-weekly from when things are busy</li> <li>- Start in new year</li> </ul> <p>Feedback form sent out</p>
Services	<p>Have small merchandise items to mail out</p> <ul style="list-style-type: none"> <li>- 2/3 sent, just 1 to deliver</li> </ul> <p>New lockbox</p> <ul style="list-style-type: none"> <li>- Done, needs to be picked up to be placed in office</li> </ul> <p>Accent logos</p> <ul style="list-style-type: none"> <li>- Waiting on new proofs</li> <li>- Will be selling hats and ¼ zips</li> </ul> <p>Other Merchandise</p> <ul style="list-style-type: none"> <li>- Designs from pubs once completed</li> </ul> <p>Exec Windbreaker Form is in the Slack</p> <p>Partial Subsidization Form:</p> <ul style="list-style-type: none"> <li>- Windbreakers</li> <li>- Majority voted yes for subsidization</li> <li>- About 20%</li> </ul>
Technical	
4 <sup>th</sup> Year Rep	<p>To advertise:</p> <ul style="list-style-type: none"> <li>- CAD competition</li> <li>- Industry night</li> </ul>
3 <sup>rd</sup> Year Rep	
2 <sup>nd</sup> Year Rep	
1 <sup>st</sup> Year Reps	
CSES Reps	<ul style="list-style-type: none"> <li>- Mech and aero stream patches?</li> </ul>