

Meeting record



12/10/2021

Discord

<https://discord.gg/tUFW7pdwuc>

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

Executive	Members
Jaeho Jang, President	
Parker Stewart, VP Internal	
Jules Breau, VP External	
Andres Manrique, Finance Director	
Jake Birkness, Events Director	
Declan McMloskey, Events Director,	
Nadiya Scratchley, Publications Director	
Kassidy Hammond, Services Director	
Shaun Seneviratne, Technical Director	
Aaron VandenEnden, 4 th Year Rep	
Jack Dubeau, 3 rd Year Rep	
Xavier Haziza, 2 nd Year Rep	
Monica Paul, 1 st Year Rep	
Charlie Brockmann, 1 st Year Rep	
Brianna Hines, 1 st Year Rep	
Bronwyn Hubbard, Office Co.	

Executive Updates:

President	Been Talking with Ron and Dan from the MAE department to send out the concerns/issues form to the MAE students. Hopefully can be sent out soon approved for affiliation with CSES for the 2021-2022 year
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	<p>In the progress of interviewing office co. Should have an office co by this Friday. Will be inviting them to the bonding as well.</p> <p>ME 3300 Sexual Assault Awareness/Training</p> <ul style="list-style-type: none"> - Tomorrow (Wednesday) at 8:30 - You all should attend that training - https://meet.google.com/jcb-xrkc-bdr <p>Attended MAE program review</p> <p>Will try to open the office by next week. If not the week after</p> <p>Got approval from the faculty with changing our wall</p> <p>Things are starting to slow down but please do not procrastinate and keep on top of your things</p> <p>These meetings are intended to provide updates to the exec team. If you have updates and/or have initiative that you want to bring up, please do so at the meeting</p>
External	<p>Contacted Ravens Racing regarding the pit stop challenge</p> <ul style="list-style-type: none"> - Very interested <p>Will be arranging a meeting with events</p>
Internal	<p>Planning bonding 😊</p> <ul style="list-style-type: none"> - This Saturday 6:30PM <p>Executive contract <u>DUE TODAY</u></p>
Finance	<ul style="list-style-type: none"> - Submitted CUSA funding - Completed CUSA Training last week - Adjusting the budget to be a bit more realistic to what we're actually spending - CUSEF funding application is due in like two weeks so I'm starting that soon too
Events	<p>Hosted CMAS Meet & Greet + Folksy Wisdom I</p> <ul style="list-style-type: none"> - Pretty much zero turnout from first years - Representation was phenomenal (we have a great community) - CASI Presentation went well - Jules update from Jeff? - Did not use budget (was supposed to be as an incentive to come) <ul style="list-style-type: none"> - Will be forwarded to next Folksy Wisdom (in winter term) - What should be done differently? <ul style="list-style-type: none"> - Talked to the first yr reps beforehand to see if there were any conflicts or not (couldn't this sem but for next sem) <p>Beginning Planning for Catapult Competition</p>

	<ul style="list-style-type: none"> - Publications request sent - Promotional video? - Homemade catapult (in a video format) - Will be posting them on our social media - there will be prize money 🏆🏆🏆 <p>Pitstop Challenge (Collaboration with Raven's Racing)</p> <ul style="list-style-type: none"> - Reaching out to their executives to ensure they are interested (Jules)
Publications	<ul style="list-style-type: none"> - Did a mini trivia for space week - decided to follow followers back - suggesting a sticker box to bring more traffic by the office. - plan to do more polls and trivia on instagram story - will create an anonymous feedback form for how to improve promotion of events/ general posts
Services	<p>Prepped and helped with the merch fair. Still updating the inventory for post merch fair numbers. About a dozen photos for the pet wall, waiting until I get around 25 to print. (contact Declan - he has contact to Staples) Options back from Tammy for polos, bombers, and windbreaker. Will share with you soon after midterm season ends. (Good luck all!) If at all possible please attend the sexual assault training with CSES. I will see you there!</p>
Technical	<ul style="list-style-type: none"> - First Year Rep Emails Access sent out (reviewing account access on one) - Aaron - I reset the password again:) - Troubleshooting the Website to see why it is not updating - Creating a procedure for emails so future issues are minimized - Slack usage is higher than normal, please keep items and files on your drive - Emails to be sent out to unify CMAS email Signatures
4 th Year Rep	<ul style="list-style-type: none"> - CSES/2nd Yr Rep: <ul style="list-style-type: none"> - Aero/Mech/Bio Med Sweaters - Patch Interest Form (Please fill it out!!) https://forms.gle/T9Sh3juRZqVFtbNr5
3 rd Year Rep	
2 nd Year Rep	
1 st Year Reps	
CSES Reps	

Other Businesses:

