**Meeting record**

27/05/2021

Google Meet

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

|  |  |  |
| --- | --- | --- |
| **Executive** |  | **Members** |
| Jaeho Jang, President | Y |  |
| Parker Stewart, VP Internal | Y |  |
| Jules Breau, VP External | Y |  |
| Andres Manrique, Finance Director | Y |  |
| Jake Birkness, Events Director | Y |  |
| Declan McMloskey, Events Director, | A |  |
| Nadiya Scratchley, Publications Director | Y |  |
| Kassidy Hammond, Services Director | Y |  |
| Shaun Seneviratne, Technical Director | Y |  |
| Aaron VandenEnden, 4th Year Rep | Y |  |
| Jack Dubeau, 3rd Year Rep | A |  |
| Xavier Haziza, 2nd Year Rep | Y |  |
| , 1st Year Rep |  |  |
| , 1st Year Rep |  |  |
| , 1st Year Rep |  |  |

**Executive Updates:**

Transition

* Should’ve gotten your CMAS gmail accounts & read your transition reports
* If you have any question about your position, feel free to reach out to the VPs or the Pres but it’d be probably best if you reach out to last year’s exec

Next meeting(s)

* Last week of June & July
* Biweekly in August

|  |  |
| --- | --- |
| President | Working on the CMAS LinkedIn account * Will be used to reach out to industry reps & connect with them
* Will look good on our LinkedIn accounts as well
* It will be a “Showcase Page” and will be part of the FED LinkedIn page

Contacted EngFrosh Sponsorship regarding EngFrosh donationWill try to find out if we can open our office if the school year is hybridWill contact the faculty to see if our execs can visit the office |
| External | Collab with UOtt’s CSME & MESS* Will get their external’s email to contact them about a collab

Collab with Design League* CAD workshops

Collab with CUInspace* TBD

Collab with Raven’s Racing* TBD

CASI event – Kelsey (Carleton Alumni)* June 1st (time in slack)

Student SOC exec bonding nightAlumni feature event |
| Internal | Summer bonding* Late June or early August
* Will most likely virtual
 |
| Finance | EngFrosh Kit Items Postcard/cardstock Stickers (about $178 USD)* Cheap
* Can put it on different things
* Air cadets like them

Patches (about $263 USD)* Relatively cheap
* Every eng student likes patches

Pins* Nice and easy
* Air cadets like them
* 6 for **button**
* 0 for enamel
* 2 abstain

Will let the execs vote on which item we’ll be including in the kitSWAG due on June 30th  |
| Events | 2 Industry nights* Jules & Andres will be in contact

Alumni feature event (every 2 weeks/month)* Might be more under external/pubs portfolio

Academic workshop collab with NDLWeekend event for drop-in get help session (can collab with SCESOC for python or any other societies if we want)* Can have a form up for questions where we get back to them in a week or so

Discord tutorial seshStudent SOC (exec) bonding night* Night for all eng socs/eng students
* Will be under external’s portfolio

First year info nightHot wheels track design event |
| Publications | Any way we can send out an email to all MAE students at the beginning of the year? Will need to talk to the faculty about that Promote CASI chat with Kelsey |
| Services | Merch for this year?* CMAS Screwdriver (small that can be attached to ur keychain)
* Full size just for Jules
* Tool kit
* Mini wrench

Office “grocery list”Patch wall using Velcro * Leave one keep one?? (might not work as unwanted patches might be the only ones left)
 |
| Technical | Slack created* Slack will be our main source of communication

Gmail account sent out to execsDiscord Server* Test server up and running
* Invitation link: <https://discord.gg/TBqvNs3U>

Possible switch over to discord (no more Slack)* Discord may be simpler but doesn’t have that “professionalism”
* Discord is the new meta
* For people who has do not disturb on, they might miss a lot when something’s going on.
* Slack’s DM feature is what we like – Discord’s DM is what we use to just hand out and have fun type of thing (we can possibly replace that with a private channel)
* Shaun will send the poll in slack and execs will have a week to think about it and vote – feel free to create a thread on slack to discuss about this

New desktop set up – Jaeho will contact Shaun privately  |
| 4th Year Rep | Advertise CASI’s event!! |
| 3rd Year Rep |
| 2nd Year Rep |
| 1st Year Reps |  |
|  |
| CSES Reps |  |